

AGENDA

8th January 2024

Dear Councillor

You are summoned to the:

Meeting of Warminster Town Council
on Monday 15th January 2024 at 7pm
to be held at
Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

| | |
|---|---|
| Cllr Allensby (West) Vice Chairman of the Council and Deputy Mayor | Cllr Jones (East) |
| Cllr Brett (East) | Cllr Keeble (West) Chairman of the Council and Mayor |
| Cllr Cooper (Broadway) | Cllr Macfarlane (West) |
| Cllr Davis (East) | Cllr Parks (North) |
| Cllr Fraser (West) | Cllr Robbins (East) |
| Cllr Hawker (Broadway) | Vacancy (Broadway) |
| Cllr Jeffries (North) | |

Members of the public are welcome to attend meetings of the Council and Committees, unless excluded due to the confidential nature of the business.

Yours sincerely



Tom Dommett CiLCA

Town Clerk and Responsible Financial Officer

1. **Apologies for Absence**

To receive and accept apologies, including reason for absence, from those unable to attend.

2. **Declarations of Interest**

To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

3. **Minutes**

3.1 To approve as a correct record, the minutes of the Full Council meeting held on Monday 27th November; copies of these minutes have been circulated and standing order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the Full Council meeting held on Monday 27th November 2023

4. **Chairman's Announcements**

4.1 Announcements.

4.2 Mayor's engagements. **(See attached)**
Members to note.

5. **Correspondence Circulated**

Members to note the list of all correspondence circulated since the last meeting. **(See attached).**

6. **Questions**

To receive questions from members of the council submitted in advance to the Clerk.

***Standing Orders will be suspended
to allow for public participation.***

7. **Public Participation**

To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations. The Mayor may read out statements submitted in advance.

A petition of 341 signatures has been received from Sustainable Warminster in favour of a temporary road closure of Smallbrook Road during the toad migration season. **(See attached for wording).**

***Standing Orders will be reinstated
following public participation.***

8. **Reports from Unitary Authority Members and the Police**

To note any reports provided which are relevant to the Full Council.

9. **Proceedings of Committee**

To receive minutes with recommendations from committees, already circulated, and to consider any questions arising from them.

9.1 Finance and Audit Committee meeting held on 6th November 2023: questions to Cllr Cooper, chairman of the committee.

9.2 Planning Advisory Committee meeting held on 20th November 2023: questions to Cllr Jeffries, chairman of the committee.

9.3 Town Development Committee meeting held on 11th September 2023: questions to Cllr Robbins, chairman of the committee.

10. Appointment to Committees

To accept any resignations and make any appointments to committees. Currently, there is one vacancy on both the Highways Advisory and the Planning Advisory Committees.

11. Wiltshire Towns' Programme – Sealing of Documents

The sealing of the year two grant agreement: relating to Wiltshire Council's contribution of £25,000 to Warminster Town Council under the Wiltshire Towns' Programme.

Members to resolve to approve the agreement be executed by affixing of the Common Seal of Warminster Town Council.

12. Precept and Budget 2024 – 2025

At its meeting on 27th November 2023, the Full Council debated the precept and agreed that the draft budget be accepted and be represented to Full Council in January 2024 with an updated precept calculation. [Minute FC/23/092 refers.](#)

The initial draft budget has been amended to take into account the latest financial forecasts and other minor changes. **(See attached).**

The recommendation is for a 2024 - 2025 precept of £1,382,830. This represents an increase to the precept of £44,282 (an increase of 3.31%) to maintain a balanced budget. The tax base has increased by 1.55% so this represents an increase (per Band D Equivalent charge) of 1.73% (equal to £3.68 per annum or 7 pence per week).

Members to resolve on a Warminster Town Council budget and precept for 2024 – 2025.

13. Road Closure Smallbrook Road

At their meeting on 25th September 2023, members resolved to ask officers to undertake further works, including carrying out an informal consultation with residents and local businesses, in order to understand local opinion, estimated costs and strategies, and to work with Wiltshire Council to pursue a possible temporary road closure from 14th February to 13th March 2025 and annually thereafter.

The consultation has been carried out. **(See report attached).** In summary, a total of 673 responses were received. Of the 515 responses received from people resident in the BA12 postcode area, 423 were in favour of the Council applying for a temporary road closure during the toad migration season.

Members to resolve whether to ask Wiltshire Council for a road closure to be implemented from 14th February 2025 to 13th March 2025. Funding to come from General Reserves.

14. Grant Application

Selwood Housing have made a request for a grant of £5,000 towards the cost of installation of CCTV cameras on the Westleigh Estate, Warminster, to tackle crime and anti-social behaviour. **(See attached).** The cameras would cover the highways, pavements, garage and parking forecourts, entrances, and egress points. Funding for the scheme is being sought on a partnership basis with contributions of £5,000 being sought from each of Selwood Housing (confirmed), Wiltshire Council Area Board (pending), the Police & Crime Commissioner's community action fund (pending), and

Member to resolve whether to approve a grant of £5,000 to Selwood Housing towards the cost of installation of CCTV cameras. Funding to come from General Reserves.

15. Warminster Town Football Club request for Community Infrastructure Levy (CIL) Money

Warminster Town Football Club have requested £30,000 of Community Infrastructure Levy (CIL) Funding.

The CIL Working Group recommends:

i) That the Council gives Warminster Town Football Club £30,000 of CIL Money to replace the existing flood lighting at the ground on the condition that Warminster Town Football Club contributes a minimum of £10,000 towards the cost.

ii) That the Council asks Warminster Town Football Club to report back to the town council about the completion of the project and going forward submits regular reports about its activities to the town council, particularly with regard to community involvement and youth engagement in respect of use of the pitch and floodlights.

Members to resolve whether to adopt the recommendation of the CIL Working Group.

**16. Under 5's Multiplay at Warminster Lake Pleasure Grounds
Tenders have been sought to replace the Under 5's Multiplay at Warminster Lake Pleasure Grounds. (See attached). The Multiplay is at least 30 years old and it at the end of its life cycle.**

Copies of the various designs submitted are available to view on request and will be on display half an hour before the meeting.

Members are requested to approve the tender application from Company A. Capital expenditure of £34,999 to be funded from the Earmarked Reserves Capital Projects.

17. Internal Audit Report 2023-24 (Interim update)

The internal auditor has submitted his interim update. **(See attached).** The Practitioners' Guide requires that the internal audit report is presented to the Council.

Members are requested to adopt the Internal Audit Report 2023-24 (Interim update).

18. Warminster Town Council Strategic Plan 2024-2029

Following an all-member workshop, the Town Clerk has updated the Warminster Town Council Strategic Plan. **(See attached).**

Members are requested to adopt the Warminster Town Council Strategic Plan 2024-2029.

19. Wiltshire Towns' Programme - Delegation of Spending

Due to the fast-paced nature of the decision making for the Wiltshire Towns' Programme, efficient administration requires delegation of decision making to the Town Clerk.

Members to resolve that the Town Clerk, in liaison with the Regeneration Working Group, has delegated powers to ensure the Wiltshire Towns' Programme money is spent in line with the agreed objectives and the Town Centre Action Plan.

20. Safeguarding Policy

It is best practice for the Council to have a Safeguarding Policy to safeguard children, young people, and vulnerable adults using the Council's facilities. **(See attached).**

Members are requested to resolve to adopt the Safeguarding Policy.

21. Communications

Members to decide on items requiring a press release and to nominate a speaker for any item on the agenda if required.

Minutes from this meeting will be available to all members of the public either from our website www.warminster.uk.com or by contacting us at Warminster Civic Centre.

Mayor's Engagements 20th November 2023 to 8th January 2024

| November | | | |
|----------|-------|---|--|
| 25.11.23 | 10.00 | Civic Centre Christmas Market & Tombola | The Mayor & Deputy Mayor |
| 25.11.23 | 14.00 | Christmas Lights Switch On | The Mayor, Deputy Mayor (& Town Crier) |
| December | | | |
| 12.12.23 | 17.00 | Civic Awards Presentation | The Mayor |
| 15.12.23 | 11:00 | County Carol Service | The Mayor & Consort |
| 16.12.23 | 19.30 | Warminster Philharmonic Orchestra Christmas Concert | The Mayor & Consort |

CORRESPONDENCE LIST

| Date | Name | Item/Response | Action Taken |
|----------|---|---|--------------|
| 20.11.23 | GWR | Cancellation of services to London Paddington. | Email |
| 20.11.23 | Wiltshire Council | Briefing Note 23-36 – Coronation Living Heritage: Coronation Orchards | Email |
| 22.11.23 | Wiltshire and Swindon Community Messaging | Protect yourself from fraudsters while shopping online | Email |
| 23.11.23 | Wiltshire and Swindon Community Messaging | Latest news: modern slavery and human trafficking campaign | Email |
| 24.11.23 | Wiltshire Council | Funding to improve Wiltshire's roads, Get vaccinated, 16 days of action, cost of living support | Email |
| 24.11.23 | Wiltshire and Swindon Community Messaging | Chief Constable fortnightly update | Email |
| 24.11.23 | Wiltshire and Swindon Community Messaging | Changes to improve visibility, consistency, and resilience of local policing | Email |
| 27.11.23 | Police and Crime Commissioner | Chief Constable update | Email |
| 29.11.23 | Wiltshire Police | Warminster, Tisbury, Westbury, and Mere Policing Article | Email |
| 29.11.23 | SW Railway | Service levels during December industrial action | Email |
| 29.11.23 | GWR | Major disruption 3 December | Email |
| 30.11.23 | Wiltshire Council | Waste and Recycling News – November 2023 | Email |
| 01.12.23 | Wiltshire Council | Cold weather, recycling more, rough sleepers, All Together | Email |
| 01.12.23 | Wiltshire and Swindon Community Messaging | Cybercrime | Email |
| 04.12.23 | Wiltshire and Swindon Community Messaging | December edition of OUR NEWS | Email |
| 05.12.23 | GWR | ASLEF strike 7 December | Email |
| 05.12.23 | Wiltshire and Swindon Community Messaging | Policing, Priorities and £s survey launch | Email |

CORRESPONDENCE LIST

| | | | |
|----------|---|---|-------|
| 06.12.23 | Wiltshire and Swindon Community Messaging | The survey link that you need! PCC seeks residents' views on investment required to improve policing services in Wiltshire [#190882823] | Email |
| 07.12.23 | Wiltshire Council | Temporary Closure of: Rock Lane (Part), Warminster (07.02.2024) | Email |
| 08.12.23 | Wiltshire Council | Latest news: Christmas opening hours, fly tipping, cost of living, find roadworks near you. | Email |
| 08.12.23 | Wiltshire Council | Latest news and advice for businesses | Email |
| 11.12.23 | Wiltshire and Swindon Community Messaging | Fortnightly update to the Police and Crime Commissioner | Email |
| 11.12.23 | Wiltshire and Swindon Community Messaging | Crime prevention advice to help reduce burglaries | Email |
| 14.12.23 | Police and Crime Commissioner | Chief Constable Update | Email |
| 15.12.23 | Wiltshire Council | Latest news: Leader's vlog, changes to waste collections over Christmas, Children's Services rated Outstanding and more | Email |
| 15.12.23 | Wiltshire Council | Briefing Note 23-38: Vibrant Wiltshire Vacant Unit Grants | Email |
| 15.12.23 | Police and Crime Commissioner | Policing, Priorities and Pounds, Wiltshire and Swindon Precept survey - Digital toolkit | Email |
| 18.12.23 | Wiltshire and Swindon Community Messaging | Merry Christmas and a Happy New Year! [#196612604] | Email |
| 18.12.23 | Wiltshire Council | Temporary Closure of: Masefield Road, Warminster (between 05.02.2024 - 08.03.2024) | Email |
| 21.12.23 | Wiltshire and Swindon Community Messaging | What Wiltshire Police priorities matter most to you, and how should the policing budget be spent next year? [#198414476] | Email |
| 21.12.23 | Wiltshire and Swindon Community Messaging | NHRU Newsletter - Dec 2023 [#198454046] | Email |

CORRESPONDENCE LIST

| | | | |
|-----------|---|--|-------|
| 22.12.23 | Wiltshire Council | Latest news: Changes to waste collections over Christmas, top tips for recycling, how you can help rough sleepers and more | Email |
| 31.12.23 | Wiltshire Council | Waste and recycling news - December 2023 | Email |
| 31.12.23 | Wiltshire Council | Latest News from Wiltshire Council | Email |
| 31.12.23` | Police and Crime Commisioner | Fortnightly update to the Police and Crime Commissioner - 22 December 2023 | Email |
| 04.01.24 | Wiltshire and Swindon Community Messaging | How do you feel Wiltshire Police is performing survey? | Email |
| 05.01.24 | Wiltshire Council | Latest News from Wiltshire Council | Email |
| 05.01.24 | Wiltshire Council | Storm Henk update | Email |
| 05.01.24 | GWR | Major disruption to GWR services today | Email |
| 05.01.24 | Police and Crime Commisioner | Fortnightly update to the Police and Crime Commissioner – 5 January 2024 | Email |
| 05.01.24 | Police and Crime Commisioner | Chief Constable update to the PCC | Email |

Meeting of Full Council – 15th January 2024

Petition to Warminster Town Council

from Smallbrook Toad Patrol and Sustainable Warminster

Save Smallbrook's Toads!

Every year hundreds of toads are killed by vehicles and their numbers are sinking fast. At this rate they will soon be gone for ever. We ask Warminster Town Council to:

- **Close Smallbrook Road for a month in the Spring to reduce the number killed by vehicles.**
- Obtain a traffic regulation order to permanently close the road from Smallbrook Reserve car park to Turnpike Cottage annually from 14th February for a month. (Use Section 22 (1) (v) and (2) of the Road Traffic Regulation Act 1984 which allows local authorities to take special measures to protect wildlife on roads in or near nature reserves).
- Protect the toads using the Town Council's Biodiversity Duty under the Environment Act 2021 and the NERC Act 2006.
- Work with Wiltshire Council Highways, Ecology and the Cabinet and Portfolio members for the Environment and Transport to fulfil Wiltshire Council's Biodiversity Duty.
- If Wiltshire Council refuse a traffic regulation order, refer the matter to Natural England and the Secretary of State under Sections (3) and (4) of the Road Traffic Regulation Act 1984.
- Support Smallbrook Toad Patrol in publicising the importance of the toad population, investigating the option of more road signs to encourage motorists to avoid Smallbrook Road.



**SUSTAINABLE
WARMINSTER**

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------|--------------------------------------|--------------------------|------------------|-----------------------------|------------------|------------------|-----------|--------------------------|----------|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 101 | <u>Council Administration</u> | | | | | | | | | |
| 1176 | Precept | 1,319,292 | 1,319,292 | 1,338,548 | 1,338,548 | 1,338,548 | 0 | 1,382,830 | 0 | 0 |
| 1190 | Interest Receivable | 1,000 | 37,400 | 20,000 | 51,751 | 50,000 | 0 | 50,000 | 0 | 0 |
| 1193 | Miscellaneous Income | 0 | 199 | 0 | 244 | 244 | 0 | 0 | 0 | 0 |
| 1300 | Dog Bag Sales | 600 | 995 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Income | | 1,320,892 | 1,357,885 | 1,358,548 | 1,390,543 | 1,388,792 | 0 | 1,432,830 | 0 | 0 |
| 4001 | Salaries | 228,500 | 119,835 | 144,066 | 86,525 | 286,350 | 0 | 310,000 | 0 | 0 |
| 4008 | Training & Team Building | 3,500 | 1,118 | 3,000 | 250 | 500 | 0 | 3,000 | 0 | 0 |
| 4009 | Travel | 200 | 226 | 250 | 49 | 250 | 0 | 250 | 0 | 0 |
| 4010 | Health & Safety | 500 | 0 | 500 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4013 | Rent Payable (Internal) | 37,200 | 37,200 | 37,200 | 24,800 | 37,200 | 0 | 37,200 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 1,500 | 2,628 | 1,500 | 833 | 1,500 | 0 | 1,500 | 0 | 0 |
| 4022 | Postage & Telephone | 500 | 1,372 | 1,500 | 820 | 1,400 | 0 | 1,500 | 0 | 0 |
| 4023 | Printing & Stationery | 600 | 562 | 900 | 206 | 500 | 0 | 500 | 0 | 0 |
| 4024 | Photocopier Charges | 1,500 | 2,136 | 2,000 | 1,584 | 2,200 | 0 | 2,200 | 0 | 0 |
| 4025 | IT (Website & Email) | 12,000 | 13,829 | 12,000 | 10,029 | 14,000 | 0 | 14,000 | 0 | 0 |
| 4027 | Subscriptions and Publications | 3,500 | 3,822 | 4,250 | 4,007 | 4,050 | 0 | 4,250 | 0 | 0 |
| 4028 | Insurance | 10,000 | 20,405 | 13,000 | 28,206 | 24,000 | 0 | 34,000 | 0 | 0 |
| 4029 | Licences | 850 | 1,662 | 1,500 | 4,583 | 5,000 | 0 | 5,000 | 0 | 0 |
| 4030 | Recruitment Advertising | 1,500 | 349 | 1,500 | 400 | 400 | 0 | 1,000 | 0 | 0 |
| 4033 | Advertising | 0 | 0 | 0 | 110 | 0 | 0 | 0 | 0 | 0 |
| 4036 | Repairs and Renewals | 250 | 180 | 250 | 0 | 250 | 0 | 250 | 0 | 0 |
| 4040 | Equipment/Furniture | 2,500 | 358 | 1,000 | 0 | 500 | 0 | 500 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|------------------------------------|--------------------------|-----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 4056 | Accountancy Fees | 15,000 | 8,438 | 15,000 | 5,940 | 10,000 | 0 | 10,000 | 0 | 0 |
| 4057 | Audit Fees | 2,890 | 3,060 | 3,020 | 0 | 3,060 | 0 | 3,100 | 0 | 0 |
| 4058 | Legal Fees | 1,000 | 0 | 1,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4059 | Other Professional Fees | 2,400 | 5,747 | 5,000 | 2,387 | 5,000 | 0 | 5,000 | 0 | 0 |
| 4060 | Bank Charges | 1,000 | 931 | 1,000 | 820 | 1,200 | 0 | 1,200 | 0 | 0 |
| 4101 | Purchase Dog Bags | 0 | 279 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 6,480 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 326,890 | 230,617 | 249,436 | 171,548 | 397,360 | 0 | 434,450 | 0 | 0 |
| Movement to/(from) Gen Reserve | | 994,002 | 1,127,269 | 1,109,112 | 1,218,996 | 991,432 | | 998,380 | | |
| 102 | <u>Civic and Democratic</u> | | | | | | | | | |
| 4001 | Salaries | 0 | 81,918 | 83,000 | 59,154 | 0 | 0 | 0 | 0 | 0 |
| 4008 | Training & Team Building | 0 | 0 | 0 | 45 | 100 | 0 | 100 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 0 | 0 | 0 | 201 | 400 | 0 | 400 | 0 | 0 |
| 4023 | Printing & Stationery | 0 | 0 | 0 | 137 | 137 | 0 | 0 | 0 | 0 |
| 4025 | IT (Website & Email) | 4,200 | 3,164 | 2,500 | 4,135 | 6,200 | 0 | 6,200 | 0 | 0 |
| 4033 | Advertising | 1,500 | 2,140 | 1,500 | 850 | 1,500 | 0 | 1,500 | 0 | 0 |
| 4080 | Mayoral Expenses | 1,000 | 400 | 1,000 | 363 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4082 | Town Crier | 1,000 | 784 | 1,000 | 1,000 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4086 | Civic Regalia | 200 | 1,516 | 500 | 0 | 500 | 0 | 500 | 0 | 0 |
| 6319 | Tfr to Elections Reserve | 5,000 | 5,000 | 5,000 | 0 | 5,000 | 0 | 5,000 | 0 | 0 |
| Overhead Expenditure | | 12,900 | 94,922 | 94,500 | 65,886 | 15,837 | 0 | 15,700 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (12,900) | (94,922) | (94,500) | (65,886) | (15,837) | | (15,700) | | |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|------------|---|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 103 | <u>Policy and Communications</u> | | | | | | | | | |
| 4001 | Salaries | 0 | 10,109 | 10,000 | 10,306 | 0 | 0 | 0 | 0 | 0 |
| 4034 | Newsletter | 2,000 | 897 | 2,000 | 989 | 2,200 | 0 | 2,200 | 0 | 0 |
| 4084 | Town Consultations/Promotions | 4,000 | 0 | 4,000 | 0 | 4,000 | 0 | 4,000 | 0 | 0 |
| 6327 | Tfr to Neighbourhood Plan | 0 | 4,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | 6,000 | 15,006 | 16,000 | 11,295 | 6,200 | 0 | 6,200 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (6,000) | (15,006) | (16,000) | (11,295) | (6,200) | | (6,200) | | |
| 104 | <u>Council Events</u> | | | | | | | | | |
| 1701 | Christmas Events Income | 3,500 | 4,641 | 2,500 | 2,833 | 3,000 | 0 | 3,000 | 0 | 0 |
| | Total Income | 3,500 | 4,641 | 2,500 | 2,833 | 3,000 | 0 | 3,000 | 0 | 0 |
| 4001 | Salaries | 0 | 14,136 | 14,000 | 10,444 | 0 | 0 | 0 | 0 | 0 |
| 4032 | Adverts - Events | 1,000 | 160 | 1,000 | 479 | 2,000 | 0 | 2,000 | 0 | 0 |
| 4081 | Civic Events | 1,000 | 4,190 | 2,000 | 334 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4087 | Civic Service | 500 | 0 | 500 | 0 | 500 | 0 | 500 | 0 | 0 |
| 4706 | Christmas Lights | 25,000 | 22,876 | 30,000 | 7,175 | 35,000 | 0 | 35,000 | 0 | 0 |
| 4720 | Remembrance Service | 0 | 0 | 1,000 | 1,808 | 3,000 | 0 | 3,000 | 0 | 0 |
| 5359 | Tfr from EMR Market Towns | 0 | 0 | 0 | -4,923 | -1,163 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | 27,500 | 41,361 | 48,500 | 15,317 | 40,337 | 0 | 41,500 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (24,000) | (36,721) | (46,000) | (12,484) | (37,337) | | (38,500) | | |
| 107 | <u>Grants and Projects</u> | | | | | | | | | |
| 1180 | Grants Recieved | 0 | 85,828 | 0 | 8,000 | 8,000 | 0 | 0 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|--------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Total Income | | 0 | 85,828 | 0 | 8,000 | 8,000 | 0 | 0 | 0 | 0 |
| 4001 | Salaries | 0 | 19,493 | 21,750 | 16,082 | 0 | 0 | 0 | 0 | 0 |
| 4700 | Grants - Large | 15,000 | 16,869 | 20,000 | 20,000 | 20,000 | 0 | 25,000 | 0 | 0 |
| 4703 | WCR Community Radio SLA | 10,000 | 10,000 | 10,000 | 7,500 | 10,000 | 0 | 12,500 | 0 | 0 |
| 4704 | Warminster Community Hub SLA | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 0 | 6,000 | 0 | 0 |
| 4710 | Enterprise Warminster | 2,000 | 2,011 | 4,000 | 2,987 | 4,000 | 0 | 4,000 | 0 | 0 |
| 4712 | Grant - Warminster Carnival | 3,500 | 4,500 | 4,500 | 4,500 | 4,500 | 0 | 4,500 | 0 | 0 |
| 4714 | Neighbourhood Planning | 10,000 | 3,885 | 10,000 | 7,486 | 10,000 | 0 | 10,000 | 0 | 0 |
| 4715 | INSPIRE | 3,500 | 0 | 3,500 | 3,500 | 3,500 | 0 | 3,500 | 0 | 0 |
| 4718 | Warminster R O W Volunteers | 3,000 | 0 | 3,000 | 3,000 | 3,000 | 0 | 5,000 | 0 | 0 |
| 4722 | Grant - St Lawrence Comm Bld | 0 | 24,600 | 0 | 4,791 | 0 | 0 | 0 | 0 | 0 |
| 5354 | Tfr from CIL 20-21 | 0 | -1,108 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5356 | Tfr from CIL 21/22 | 0 | -23,492 | 0 | -4,791 | 0 | 0 | 0 | 0 | 0 |
| 6327 | Tfr to Neighbourhood Plan | 0 | 0 | 0 | 8,000 | 8,000 | 0 | 0 | 0 | 0 |
| 6350 | Tfr to EMR s106 Rugby Club | 0 | 50,796 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6359 | Tfr to EMR Market Towns Progra | 0 | 20,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 53,000 | 133,555 | 82,750 | 79,056 | 69,000 | 0 | 70,500 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (53,000) | (47,727) | (82,750) | (71,056) | (61,000) | | (70,500) | | |
| 201 | CCTV | | | | | | | | | |
| 1193 | Miscellaneous Income | 0 | 0 | 0 | 183 | 83 | 0 | 0 | 0 | 0 |
| 1201 | CCTV-Dewey Trust Grant | 5,000 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1205 | CCTV-West Wilts Tr Estate Fees | 7,000 | 4,297 | 8,150 | 17,356 | 12,632 | 0 | 8,415 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 1206 | CCTV-Westbury TC Fees | 10,700 | 15,967 | 16,300 | 35,636 | 24,018 | 0 | 23,375 | 0 | 0 |
| Total Income | | 22,700 | 25,264 | 24,450 | 53,175 | 36,733 | 0 | 31,790 | 0 | 0 |
| 4001 | Salaries | 68,700 | 65,111 | 83,186 | 43,144 | 69,250 | 0 | 84,000 | 0 | 0 |
| 4008 | Training & Team Building | 1,500 | 135 | 1,500 | 0 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4014 | Electricity and Gas | 400 | 0 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 300 | 317 | 500 | 529 | 500 | 0 | 500 | 0 | 0 |
| 4021 | Fibre Line Costs | 13,600 | 13,591 | 0 | 3,971 | 3,971 | 0 | 0 | 0 | 0 |
| 4022 | Postage & Telephone | 1,000 | 379 | 1,000 | 469 | 500 | 0 | 500 | 0 | 0 |
| 4023 | Printing & Stationery | 200 | 8 | 200 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4024 | Photocopier Charges | 0 | 201 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4025 | IT (Website & Email) | 200 | 898 | 2,500 | 0 | 5,000 | 0 | 5,000 | 0 | 0 |
| 4028 | Insurance | 1,300 | 1,201 | 950 | 874 | 874 | 0 | 950 | 0 | 0 |
| 4029 | Licences | 600 | 570 | 1,000 | 50 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4036 | Repairs and Renewals | 5,000 | 1,269 | 1,000 | 1,073 | 5,000 | 0 | 5,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 4,500 | 4,599 | 4,500 | 521 | 4,500 | 0 | 4,500 | 0 | 0 |
| 4040 | Equipment/Furniture | 100 | 0 | 100 | 395 | 395 | 0 | 100 | 0 | 0 |
| 5325 | Tfr from CCTV | 0 | -737 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 588 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 97,400 | 88,129 | 101,436 | 51,026 | 91,990 | 0 | 102,550 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (74,700) | (62,865) | (76,986) | 2,149 | (55,257) | | (70,760) | | |
| 202 | <u>Dewey House</u> | | | | | | | | | |
| 1005 | Rent Received | 7,200 | 7,200 | 7,200 | 4,800 | 7,200 | 0 | 7,200 | 0 | 0 |

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Total Income | | 7,200 | 7,200 | 7,200 | 4,800 | 7,200 | 0 | 7,200 | 0 | 0 |
| 4011 | Rates | 5,605 | 5,364 | 5,900 | 3,753 | 4,691 | 0 | 5,000 | 0 | 0 |
| 4012 | Water Rates | 200 | 491 | 250 | 1,036 | 2,000 | 0 | 2,000 | 0 | 0 |
| 4014 | Electricity and Gas | 5,000 | 5,273 | 5,000 | 1,644 | 5,000 | 0 | 5,000 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 200 | 15 | 200 | 0 | 200 | 0 | 200 | 0 | 0 |
| 4023 | Printing & Stationery | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 |
| 4025 | IT (Website & Email) | 0 | 834 | 2,000 | 418 | 2,000 | 0 | 2,000 | 0 | 0 |
| 4028 | Insurance | 1,700 | 1,571 | 2,000 | 1,840 | 1,840 | 0 | 2,000 | 0 | 0 |
| 4036 | Repairs and Renewals | 1,500 | 183 | 1,500 | 1,395 | 1,500 | 0 | 1,500 | 0 | 0 |
| 4037 | Maintenance Contracts | 1,600 | 1,777 | 1,600 | 237 | 1,600 | 0 | 1,600 | 0 | 0 |
| 4040 | Equipment/Furniture | 0 | 2,822 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 12,816 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 15,805 | 31,147 | 18,450 | 10,326 | 18,831 | 0 | 19,300 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (8,605) | (23,947) | (11,250) | (5,526) | (11,631) | | (12,100) | | |
| 203 | The Hub | | | | | | | | | |
| 4012 | Water Rates | 0 | 0 | 0 | 233 | 500 | 0 | 500 | 0 | 0 |
| 4014 | Electricity and Gas | 0 | 0 | 0 | 4,050 | 10,000 | 0 | 10,000 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 0 | 0 | 0 | 78 | 200 | 0 | 200 | 0 | 0 |
| 4025 | IT (Website & Email) | 0 | 0 | 0 | 3,380 | 5,000 | 0 | 5,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 0 | 0 | 0 | 380 | 500 | 0 | 500 | 0 | 0 |
| 4040 | Equipment/Furniture | 0 | 0 | 0 | 17 | 17 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 0 | 0 | 0 | 8,137 | 16,217 | 0 | 16,200 | 0 | 0 |

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|-----------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Movement to/(from) Gen Reserve | | 0 | 0 | 0 | (8,137) | (16,217) | | (16,200) | | |
| 208 | <u>Town Park Splashpad</u> | | | | | | | | | |
| 4012 | Water Rates | 0 | 8,308 | 10,000 | -3,223 | 6,000 | 0 | 6,000 | 0 | 0 |
| 4014 | Electricity and Gas | 0 | 11,642 | 5,000 | 12,360 | 12,500 | 0 | 12,500 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 0 | 1,400 | 1,500 | 1,096 | 1,100 | 0 | 1,200 | 0 | 0 |
| 4022 | Postage & Telephone | 0 | 10 | 200 | 48 | 200 | 0 | 200 | 0 | 0 |
| 4036 | Repairs and Renewals | 0 | 2,239 | 5,000 | 3,126 | 4,000 | 0 | 4,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 0 | 4,760 | 7,500 | 28 | 7,500 | 0 | 7,500 | 0 | 0 |
| 4040 | Equipment/Furniture | 0 | 240 | 500 | 10 | 10 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 0 | 28,599 | 29,700 | 13,446 | 31,310 | 0 | 31,400 | 0 | 0 |
| Movement to/(from) Gen Reserve | | 0 | (28,599) | (29,700) | (13,446) | (31,310) | | (31,400) | | |
| 209 | <u>Outside Services</u> | | | | | | | | | |
| 1193 | Miscellaneous Income | 0 | 565 | 0 | 1,536 | 1,536 | 0 | 0 | 0 | 0 |
| Total Income | | 0 | 565 | 0 | 1,536 | 1,536 | 0 | 0 | 0 | 0 |
| 4001 | Salaries | 197,500 | 214,745 | 263,138 | 152,274 | 252,400 | 0 | 258,350 | 0 | 0 |
| 4003 | Employers NI | 0 | 0 | 0 | 69 | 0 | 0 | 0 | 0 | 0 |
| 4007 | Uniform | 1,500 | 1,271 | 1,500 | 576 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4008 | Training & Team Building | 3,500 | 920 | 3,500 | 1,460 | 2,500 | 0 | 3,500 | 0 | 0 |
| 4009 | Travel | 0 | 0 | 0 | 6 | 6 | 0 | 0 | 0 | 0 |
| 4018 | Rent | 0 | 573 | 573 | 650 | 650 | 0 | 650 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 1,800 | 2,461 | 2,500 | 3,090 | 3,000 | 0 | 3,000 | 0 | 0 |

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|--------------------------------|--------------------------|-----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 4022 | Postage & Telephone | 2,400 | 1,255 | 2,400 | 1,246 | 2,400 | 0 | 2,400 | 0 | 0 |
| 4023 | Printing & Stationery | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 |
| 4024 | Photocopier Charges | 300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4025 | IT (Website & Email) | 800 | 1,184 | 3,000 | 921 | 1,200 | 0 | 1,200 | 0 | 0 |
| 4028 | Insurance | 550 | 508 | 950 | 874 | 874 | 0 | 950 | 0 | 0 |
| 4035 | Refuse Collection\Bin Emptying | 7,000 | 3,029 | 7,000 | 4,650 | 7,000 | 0 | 7,000 | 0 | 0 |
| 4036 | Repairs and Renewals | 5,000 | 465 | 5,000 | 360 | 5,000 | 0 | 5,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 0 | 0 | 0 | 309 | 0 | 0 | 0 | 0 | 0 |
| 4038 | Grounds Maintenance | 0 | 0 | 1,000 | 457 | 0 | 0 | 0 | 0 | 0 |
| 4040 | Equipment/Furniture | 10,000 | 8,464 | 5,500 | 5,883 | 6,500 | 0 | 6,500 | 0 | 0 |
| 4041 | Equipment Hire | 0 | 328 | 5,000 | 1,378 | 3,000 | 0 | 4,000 | 0 | 0 |
| 4042 | Vehicle Costs | 27,000 | 21,137 | 30,000 | 18,212 | 30,000 | 0 | 30,000 | 0 | 0 |
| 4044 | Tree Works | 4,000 | 8,930 | 6,000 | 425 | 6,000 | 0 | 6,000 | 0 | 0 |
| 4045 | Flood Wardens | 200 | 104 | 200 | 0 | 200 | 0 | 200 | 0 | 0 |
| 4803 | Baskets & Tubs | 0 | 0 | 3,500 | 3,363 | 3,363 | 0 | 4,000 | 0 | 0 |
| 5318 | Tfr from EMR Outside Services | 0 | 0 | 0 | -968 | -968 | 0 | 0 | 0 | 0 |
| 5329 | Tfr from Open Spaces | 0 | -8,317 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5330 | Tfr from Catenary Cables | 0 | -3,168 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5331 | Tfr from Depot | 0 | -25,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5355 | Tfr from EMR S106 Grant Res | 0 | -814 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 8,069 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6138 | Tfr to Outside Services EMR | 0 | 82,132 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 261,550 | 318,276 | 340,761 | 195,236 | 324,125 | 0 | 333,750 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (261,550) | (317,711) | (340,761) | (193,701) | (322,589) | | (333,750) | | |

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|-----------------------------|--------------------------------|--------------------------|---------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 210 | <u>Town Park</u> | | | | | | | | | |
| 1006 | Rent - 23 Weymouth St | 3,960 | 3,960 | 3,980 | 3,082 | 4,620 | 0 | 4,620 | 0 | 0 |
| 1020 | Town Park Events Income | 3,000 | 3,398 | 3,000 | 3,840 | 3,840 | 0 | 3,000 | 0 | 0 |
| 1179 | Donations Received | 0 | 686 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1550 | Boats Income | 4,500 | 5,452 | 7,000 | 8,124 | 5,484 | 0 | 8,000 | 0 | 0 |
| Total Income | | 11,460 | 13,496 | 13,980 | 15,046 | 13,944 | 0 | 15,620 | 0 | 0 |
| 4001 | Salaries | 13,200 | 12,832 | 13,523 | 8,561 | 7,319 | 0 | 13,800 | 0 | 0 |
| 4012 | Water Rates | 14,000 | 10,747 | 7,000 | 8,847 | 13,000 | 0 | 13,000 | 0 | 0 |
| 4014 | Electricity and Gas | 0 | 2,181 | 3,000 | 2,151 | 3,000 | 0 | 3,000 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 5,000 | 1,599 | 5,000 | 1,273 | 2,500 | 0 | 2,500 | 0 | 0 |
| 4028 | Insurance | 1,400 | 1,294 | 1,400 | 1,288 | 1,288 | 0 | 1,400 | 0 | 0 |
| 4035 | Refuse Collection\Bin Emptying | 0 | 2,427 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4036 | Repairs and Renewals | 10,000 | 11,894 | 10,000 | 2,998 | 10,000 | 0 | 14,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 2,000 | 1,508 | 1,500 | 28 | 1,500 | 0 | 1,500 | 0 | 0 |
| 4040 | Equipment/Furniture | 5,000 | 2,202 | 4,000 | 3,675 | 4,000 | 0 | 4,000 | 0 | 0 |
| 4041 | Equipment Hire | 0 | 450 | 1,000 | 782 | 782 | 0 | 1,000 | 0 | 0 |
| 4085 | Town Park Events | 13,000 | 5,240 | 10,000 | 10,458 | 10,433 | 0 | 30,000 | 0 | 0 |
| 5315 | Tfr from Capital Projects | 0 | -7,582 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5329 | Tfr from Open Spaces | 0 | -6,529 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5359 | Tfr from EMR Market Towns | 0 | 0 | 0 | -4,078 | -4,078 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 71,926 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5996 | Deferred Grants Released | 0 | -37,657 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 63,600 | 72,532 | 56,423 | 35,983 | 49,744 | 0 | 84,200 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|--|--------------------------|-----------------|-----------------------------|-----------------|-----------------|-----------|--------------------------|----------|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Movement to/(from) Gen Reserve | | <u>(52,140)</u> | <u>(59,036)</u> | <u>(42,443)</u> | <u>(20,937)</u> | <u>(35,800)</u> | | <u>(68,580)</u> | | |
| 212 | <u>Cemetery and Churchyard</u> | | | | | | | | | |
| 1212 | Burial Fees | 500 | 1,485 | 1,000 | 415 | 1,000 | 0 | 1,000 | 0 | 0 |
| | Total Income | <u>500</u> | <u>1,485</u> | <u>1,000</u> | <u>415</u> | <u>1,000</u> | <u>0</u> | <u>1,000</u> | <u>0</u> | <u>0</u> |
| 4011 | Rates | 250 | 259 | 290 | 252 | 314 | 0 | 350 | 0 | 0 |
| 4028 | Insurance | 1,100 | 1,017 | 1,100 | 1,012 | 1,012 | 0 | 1,100 | 0 | 0 |
| 4212 | War Memorial | 0 | 5,416 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5329 | Tfr from Open Spaces | 0 | -1,016 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | <u>1,350</u> | <u>5,676</u> | <u>1,390</u> | <u>1,264</u> | <u>1,326</u> | <u>0</u> | <u>1,450</u> | <u>0</u> | <u>0</u> |
| Movement to/(from) Gen Reserve | | <u>(850)</u> | <u>(4,191)</u> | <u>(390)</u> | <u>(849)</u> | <u>(326)</u> | | <u>(450)</u> | | |
| 214 | <u>Public Conveniences (TP & CCP)</u> | | | | | | | | | |
| 1901 | Insurance Claims | 0 | 3,730 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Total Income | <u>0</u> | <u>3,730</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 4012 | Water Rates | 2,500 | 2,041 | 2,500 | 3,642 | 4,200 | 0 | 4,200 | 0 | 0 |
| 4014 | Electricity and Gas | 3,000 | 4,681 | 3,000 | 4,845 | 7,500 | 0 | 4,000 | 0 | 0 |
| 4016 | Cleaning | 0 | 444 | 1,000 | 36 | 0 | 0 | 0 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 2,000 | 1,940 | 1,500 | 1,358 | 2,000 | 0 | 2,000 | 0 | 0 |
| 4028 | Insurance | 200 | 185 | 200 | 184 | 184 | 0 | 200 | 0 | 0 |
| 4036 | Repairs and Renewals | 3,000 | 12,397 | 3,000 | 2,110 | 3,000 | 0 | 3,000 | 0 | 0 |
| 4040 | Equipment/Furniture | 0 | 0 | 0 | 75 | 100 | 0 | 0 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|--------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Overhead Expenditure | | 10,700 | 21,688 | 11,200 | 12,250 | 16,984 | 0 | 13,400 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (10,700) | (17,958) | (11,200) | (12,250) | (16,984) | | (13,400) | | |
| 215 | <u>Street Furniture</u> | | | | | | | | | |
| 4028 | Insurance | 400 | 370 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4803 | Baskets & Tubs | 3,500 | 3,116 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 447 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5996 | Deferred Grants Released | 0 | -76 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 3,900 | 3,857 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (3,900) | (3,857) | 0 | 0 | 0 | | 0 | | |
| 216 | <u>Pavilion Cafe</u> | | | | | | | | | |
| 1600 | Pavillion Cafe Sales | 50,000 | 103,069 | 80,000 | 91,479 | 100,000 | 0 | 100,000 | 0 | 0 |
| Total Income | | 50,000 | 103,069 | 80,000 | 91,479 | 100,000 | 0 | 100,000 | 0 | 0 |
| 3540 | Pavilion Purchases | 25,000 | 35,656 | 28,000 | 33,456 | 35,000 | 0 | 35,000 | 0 | 0 |
| Direct Expenditure | | 25,000 | 35,656 | 28,000 | 33,456 | 35,000 | 0 | 35,000 | 0 | 0 |
| 4001 | Salaries | 37,300 | 40,024 | 40,217 | 32,411 | 46,200 | 0 | 47,100 | 0 | 0 |
| 4007 | Uniform | 150 | 0 | 150 | 18 | 150 | 0 | 150 | 0 | 0 |
| 4008 | Training & Team Building | 250 | 0 | 250 | 0 | 100 | 0 | 250 | 0 | 0 |
| 4010 | Health & Safety | 100 | 0 | 100 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4011 | Rates | 3,050 | 3,194 | 2,950 | 2,237 | 2,795 | 0 | 2,950 | 0 | 0 |
| 4014 | Electricity and Gas | 2,500 | 484 | 2,500 | 5,293 | 6,000 | 0 | 4,000 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|--------------------------------|--------------------------|--------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 4020 | Consumables & Other Expenses | 3,000 | 5,135 | 3,000 | 3,045 | 3,000 | 0 | 3,000 | 0 | 0 |
| 4022 | Postage & Telephone | 400 | 298 | 300 | 225 | 300 | 0 | 300 | 0 | 0 |
| 4023 | Printing & Stationery | 200 | 33 | 100 | 0 | 100 | 0 | 100 | 0 | 0 |
| 4025 | IT (Website & Email) | 200 | 116 | 100 | 107 | 150 | 0 | 150 | 0 | 0 |
| 4035 | Refuse Collection\Bin Emptying | 0 | 813 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4036 | Repairs and Renewals | 2,000 | 2,344 | 2,000 | 2,430 | 2,500 | 0 | 2,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 500 | 337 | 200 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4040 | Equipment/Furniture | 500 | 176 | 500 | 91 | 250 | 0 | 250 | 0 | 0 |
| 4055 | Stocktaking Fees | 240 | 120 | 240 | 60 | 240 | 0 | 240 | 0 | 0 |
| 4059 | Other Professional Fees | 0 | 167 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4061 | Streamline Charges | 1,400 | 1,415 | 1,400 | 1,231 | 1,400 | 0 | 1,400 | 0 | 0 |
| Overhead Expenditure | | 51,790 | 54,656 | 54,007 | 47,149 | 63,185 | 0 | 61,890 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (26,790) | 12,757 | (2,007) | 10,874 | 1,815 | | 3,110 | | |
| 217 | <u>Play Areas</u> | | | | | | | | | |
| 4010 | Health & Safety | 1,000 | 0 | 500 | 0 | 500 | 0 | 500 | 0 | 0 |
| 4016 | Cleaning | 1,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 500 | 298 | 500 | 98 | 250 | 0 | 250 | 0 | 0 |
| 4036 | Repairs and Renewals | 10,000 | 7,935 | 10,000 | 5,112 | 10,000 | 0 | 13,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 0 | 675 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4040 | Equipment/Furniture | 1,000 | 643 | 1,000 | 1,080 | 1,080 | 0 | 1,500 | 0 | 0 |
| 5338 | Tfr from EMR Play Area | 0 | -1,293 | 0 | -618 | -618 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 9,059 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 13,500 | 17,317 | 12,000 | 5,672 | 11,212 | 0 | 15,250 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|------------------------------|--------------------------|-----------------|-----------------------------|-----------------|-----------------|-----------|--------------------------|----------|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Movement to/(from) Gen Reserve | | <u>(13,500)</u> | <u>(17,317)</u> | <u>(12,000)</u> | <u>(5,672)</u> | <u>(11,212)</u> | | <u>(15,250)</u> | | |
| 219 | <u>Sweeper</u> | | | | | | | | | |
| 4007 | Uniform | 0 | 0 | 50 | 0 | 50 | 0 | 50 | 0 | 0 |
| 4036 | Repairs and Renewals | 2,000 | 1,923 | 2,000 | 2,610 | 2,000 | 0 | 5,000 | 0 | 0 |
| 4040 | Equipment/Furniture | 0 | 4,113 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4090 | Sweeper Leasing | 24,675 | 20,563 | 24,675 | 16,450 | 24,675 | 0 | 24,675 | 0 | 0 |
| 4091 | Sweeper Consumables | 1,200 | 1,962 | 2,500 | 1,385 | 2,500 | 0 | 2,500 | 0 | 0 |
| 4092 | Sweeper Fuel | 9,000 | 9,114 | 9,000 | 4,497 | 7,000 | 0 | 7,000 | 0 | 0 |
| 4093 | Sweeper Waste Disposal | 25,000 | 12,466 | 20,000 | 11,200 | 20,000 | 0 | 20,000 | 0 | 0 |
| Overhead Expenditure | | <u>61,875</u> | <u>50,140</u> | <u>58,225</u> | <u>36,142</u> | <u>56,225</u> | <u>0</u> | <u>59,225</u> | <u>0</u> | <u>0</u> |
| Movement to/(from) Gen Reserve | | <u>(61,875)</u> | <u>(50,140)</u> | <u>(58,225)</u> | <u>(36,142)</u> | <u>(56,225)</u> | | <u>(59,225)</u> | | |
| 220 | <u>Depot</u> | | | | | | | | | |
| 4011 | Rates | 7,500 | 4,291 | 3,950 | 3,006 | 3,756 | 0 | 4,000 | 0 | 0 |
| 4014 | Electricity and Gas | 750 | 927 | 750 | 552 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4018 | Rent | 16,000 | 15,559 | 16,000 | 15,650 | 16,000 | 0 | 16,000 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 0 | 48 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4025 | IT (Website & Email) | 0 | 621 | 500 | 455 | 700 | 0 | 700 | 0 | 0 |
| 4028 | Insurance | 0 | 763 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4036 | Repairs and Renewals | 1,000 | 3,253 | 1,000 | 600 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 200 | 831 | 1,000 | 397 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4040 | Equipment/Furniture | 0 | 95 | 100 | 528 | 600 | 0 | 100 | 0 | 0 |
| 4059 | Other Professional Fees | 0 | 167 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|---------------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 4932 | CAP - Depot leasehold Improvem | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5315 | Tfr from Capital Projects | 0 | -3,066 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 1,716 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 25,450 | 25,205 | 23,300 | 21,186 | 24,056 | 0 | 23,800 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (25,450) | (25,205) | (23,300) | (21,186) | (24,056) | | (23,800) | | |
| 221 | <u>Tennis Courts</u> | | | | | | | | | |
| 1602 | Tennis Court Income | 0 | 0 | 0 | 3,761 | 3,494 | 0 | 0 | 0 | 0 |
| Total Income | | 0 | 0 | 0 | 3,761 | 3,494 | 0 | 0 | 0 | 0 |
| 4040 | Equipment/Furniture | 0 | 0 | 0 | 320 | 320 | 0 | 0 | 0 | 0 |
| 4062 | Stripe Fees | 0 | 0 | 0 | 184 | 168 | 0 | 0 | 0 | 0 |
| 4063 | Go Cardless Fees | 0 | 0 | 0 | 34 | 32 | 0 | 0 | 0 | 0 |
| 6323 | Tfr to Tennis Courts | 0 | 0 | 0 | 3,224 | 3,013 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 0 | 0 | 0 | 3,761 | 3,533 | 0 | 0 | 0 | 0 |
| Movement to/(from) Gen Reserve | | 0 | 0 | 0 | 0 | (39) | | 0 | | |
| 299 | <u>Services to be devolved</u> | | | | | | | | | |
| 4000 | UNALLOCATED GLOBAL BUDGET | 345,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5316 | Tfr frm Services to be Devolve | -175,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 170,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (170,000) | 0 | 0 | 0 | 0 | | 0 | | |
| 301 | <u>Civic Centre</u> | | | | | | | | | |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------|------------------------------|--------------------------|---------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 1001 | Letting Income | 40,000 | 42,188 | 40,000 | 35,503 | 44,000 | 0 | 44,000 | 0 | 0 |
| 1002 | Events Income | 500 | 573 | 1,000 | 1,765 | 1,079 | 0 | 1,000 | 0 | 0 |
| 1003 | Equipment Hire | 0 | 103 | 0 | 8 | 8 | 0 | 0 | 0 | 0 |
| 1004 | Security Staff Recharged | 0 | 375 | 0 | 182 | 0 | 0 | 0 | 0 | 0 |
| 1193 | Miscellaneous Income | 0 | 147 | 0 | 208 | 181 | 0 | 0 | 0 | 0 |
| 1300 | Dog Bag Sales | 0 | 0 | 1,000 | 418 | 800 | 0 | 800 | 0 | 0 |
| 1305 | Film Shows Income | 0 | 1,543 | 500 | 772 | 1,000 | 0 | 1,000 | 0 | 0 |
| Total Income | | 40,500 | 44,928 | 42,500 | 38,855 | 47,068 | 0 | 46,800 | 0 | 0 |
| 4001 | Salaries | 67,500 | 68,896 | 65,166 | 46,166 | 74,150 | 0 | 83,800 | 0 | 0 |
| 4005 | Security Staff | 0 | 0 | 0 | 541 | 406 | 0 | 0 | 0 | 0 |
| 4007 | Uniform | 200 | 202 | 200 | 0 | 200 | 0 | 200 | 0 | 0 |
| 4008 | Training & Team Building | 500 | 25 | 500 | 50 | 500 | 0 | 500 | 0 | 0 |
| 4011 | Rates | 7,300 | 6,986 | 7,700 | 5,588 | 6,986 | 0 | 7,450 | 0 | 0 |
| 4012 | Water Rates | 1,000 | 3,066 | 1,250 | 1,264 | 1,900 | 0 | 2,000 | 0 | 0 |
| 4013 | Rent Payable (Internal) | -37,200 | -37,200 | -37,200 | -24,800 | -37,200 | 0 | -37,200 | 0 | 0 |
| 4014 | Electricity and Gas | 25,000 | 21,134 | 25,000 | 7,805 | 20,000 | 0 | 20,000 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 1,750 | 2,980 | 4,000 | 1,872 | 3,000 | 0 | 3,000 | 0 | 0 |
| 4022 | Postage & Telephone | 200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4023 | Printing & Stationery | 0 | 0 | 0 | 54 | 54 | 0 | 0 | 0 | 0 |
| 4024 | Photocopier Charges | 0 | 17 | 0 | 508 | 700 | 0 | 700 | 0 | 0 |
| 4025 | IT (Website & Email) | 2,000 | 1,503 | 2,000 | 906 | 2,000 | 0 | 2,000 | 0 | 0 |
| 4028 | Insurance | 3,000 | 2,772 | 3,000 | 2,759 | 2,759 | 0 | 3,000 | 0 | 0 |
| 4029 | Licences | 2,500 | 1,658 | 2,000 | 2,006 | 2,006 | 0 | 2,000 | 0 | 0 |
| 4031 | Publicity & Marketing | 1,000 | 738 | 1,000 | 963 | 1,200 | 0 | 1,200 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|--------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 4035 | Refuse Collection\Bin Emptying | 1,000 | 1,019 | 1,000 | 1,613 | 1,800 | 0 | 1,200 | 0 | 0 |
| 4036 | Repairs and Renewals | 7,500 | 8,646 | 3,000 | 5,861 | 6,000 | 0 | 3,000 | 0 | 0 |
| 4037 | Maintenance Contracts | 7,500 | 7,607 | 8,000 | 10,355 | 10,000 | 0 | 9,500 | 0 | 0 |
| 4040 | Equipment/Furniture | 1,000 | 1,968 | 1,000 | 154 | 1,000 | 0 | 1,000 | 0 | 0 |
| 4055 | Stocktaking Fees | 240 | 120 | 240 | 60 | 240 | 0 | 240 | 0 | 0 |
| 4059 | Other Professional Fees | 0 | 167 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4061 | Streamline Charges | 250 | 533 | 800 | 249 | 500 | 0 | 500 | 0 | 0 |
| 4101 | Purchase Dog Bags | 0 | 0 | 600 | 0 | 600 | 0 | 600 | 0 | 0 |
| 4801 | Events Funding | 750 | 572 | 750 | 1,179 | 1,000 | 0 | 750 | 0 | 0 |
| 5315 | Tfr from Capital Projects | 0 | 0 | 0 | -575 | -575 | 0 | 0 | 0 | 0 |
| 5977 | depreciation Charged | 0 | 18,956 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5996 | Deferred Grants Released | 0 | -4,045 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 92,990 | 108,318 | 90,006 | 64,577 | 99,226 | 0 | 105,440 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (52,490) | (63,390) | (47,506) | (25,722) | (52,158) | | (58,640) | | |
| 305 | <u>Civic Centre Bar</u> | | | | | | | | | |
| 1580 | Bar Sales | 7,500 | 7,947 | 7,500 | 4,111 | 6,000 | 0 | 7,500 | 0 | 0 |
| Total Income | | 7,500 | 7,947 | 7,500 | 4,111 | 6,000 | 0 | 7,500 | 0 | 0 |
| 3530 | Bar Purchases | 3,000 | -281 | 3,000 | 525 | 2,400 | 0 | 3,000 | 0 | 0 |
| 3531 | Bar Gas & Consumables | 200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Direct Expenditure | | 3,200 | -281 | 3,000 | 525 | 2,400 | 0 | 3,000 | 0 | 0 |
| 4040 | Equipment/Furniture | 250 | 16 | 100 | 0 | 100 | 0 | 100 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|---------------------------------------|--------------------------|--------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Overhead Expenditure | | 250 | 16 | 100 | 0 | 100 | 0 | 100 | 0 | 0 |
| Movement to/(from) Gen Reserve | | 4,050 | 8,212 | 4,400 | 3,586 | 3,500 | | 4,400 | | |
| 306 | <u>Civic Centre Coffee Bar</u> | | | | | | | | | |
| 1581 | Coffee Bar Sales | 0 | 1,933 | 1,000 | 1,599 | 1,200 | 0 | 1,200 | 0 | 0 |
| Total Income | | 0 | 1,933 | 1,000 | 1,599 | 1,200 | 0 | 1,200 | 0 | 0 |
| 3535 | Coffee Bar Purchases | 0 | 188 | 400 | 0 | 400 | 0 | 400 | 0 | 0 |
| Direct Expenditure | | 0 | 188 | 400 | 0 | 400 | 0 | 400 | 0 | 0 |
| 4020 | Consumables & Other Expenses | 0 | 159 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 0 | 159 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Movement to/(from) Gen Reserve | | 0 | 1,586 | 600 | 1,599 | 800 | | 800 | | |
| 499 | <u>Capital Expenditure</u> | | | | | | | | | |
| 1180 | Grants Recieved | 0 | 0 | 0 | 3,932 | 3,932 | 0 | 0 | 0 | 0 |
| 1184 | Capital Grants | 0 | 0 | 0 | 127,991 | 127,991 | 0 | 0 | 0 | 0 |
| 1710 | CIL Receipts | 0 | 98,279 | 0 | 74,560 | 74,560 | 0 | 0 | 0 | 0 |
| Total Income | | 0 | 98,279 | 0 | 206,483 | 206,483 | 0 | 0 | 0 | 0 |
| 801 | Land & Buildings Depreciation | 0 | 30,615 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 811 | Leasehold Land & Buildings | 0 | 790 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 821 | Vehicles & Equip. Depreciation | 0 | 32,294 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 841 | Infrastructure Assets Depr'n | 0 | 66,358 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 898 | Deferred Grants Released | 0 | 41,778 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|------|--------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 899 | Depreciation Reversal | 0 | -130,057 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4901 | Loan Repayment Capital | 25,863 | 25,863 | 28,509 | 13,411 | 27,154 | 0 | 28,509 | 0 | 0 |
| 4902 | Loan Repayment Interest | 13,739 | 13,739 | 11,093 | 6,389 | 12,448 | 0 | 11,093 | 0 | 0 |
| 4904 | CAP - Civic Centre Equipment | 0 | 0 | 0 | 3,531 | 0 | 0 | 0 | 0 | 0 |
| 4909 | CAP - CCTV Equipment | 0 | 0 | 0 | 24,614 | 18,720 | 0 | 0 | 0 | 0 |
| 4917 | CAP - IT Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4920 | CAP - Capital Projects | 0 | -7,778 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4921 | CAP - Vehicles & Equipment | 0 | 0 | 0 | 3,648 | 3,648 | 0 | 0 | 0 | 0 |
| 4928 | CAP - Play Equipment | 0 | 7,778 | 0 | 10,627 | 10,627 | 0 | 0 | 0 | 0 |
| 4933 | CAP - Town Park Splash Pad | 0 | 0 | 0 | 4,774 | 4,774 | 0 | 0 | 0 | 0 |
| 4934 | CAP - Benches | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4937 | CAP-Christmas Lights Signs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4938 | CAP - Pav Cafe Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4939 | CAP - Tourism Signs | 0 | 0 | 0 | 3,902 | 3,902 | 0 | 0 | 0 | 0 |
| 4941 | CAP - War Memorial | 0 | 0 | 0 | 1,319 | 1,133 | 0 | 0 | 0 | 0 |
| 4942 | CAP - Tennis Courts Refurbishm | 0 | 0 | 0 | 242,991 | 242,991 | 0 | 0 | 0 | 0 |
| 4943 | CAP - Portable Toilets | 0 | 0 | 0 | 5,216 | 5,216 | 0 | 0 | 0 | 0 |
| 4944 | CAP - Solar Panels/Battery | 0 | 0 | 0 | 47,911 | 47,910 | 0 | 0 | 0 | 0 |
| 4945 | Rugby Club Improvements Grant | 0 | 0 | 0 | 35,641 | 32,858 | 0 | 0 | 0 | 0 |
| 4946 | CAP - Public Toilets Equipment | 0 | 0 | 0 | 12,047 | 0 | 0 | 0 | 0 | 0 |
| 4947 | CAP - Defibrillators | 0 | 0 | 0 | 475 | 0 | 0 | 0 | 0 | 0 |
| 4999 | Assets Capitalised | 0 | 222,364 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5138 | Tfr From Outside Services | 0 | 0 | 0 | -5,216 | -5,216 | 0 | 0 | 0 | 0 |
| 5315 | Tfr from Capital Projects | 0 | -131,010 | 0 | -188,550 | -177,254 | 0 | 0 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|--------------------------------|--------------------------|-----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 5316 | Tfr frm Services to be Devolve | 0 | 0 | 0 | -16,695 | -10,627 | 0 | 0 | 0 | 0 |
| 5318 | Tfr from EMR Outside Services | 0 | 0 | 0 | -475 | 0 | 0 | 0 | 0 | 0 |
| 5323 | Tfr from Tennis Courts | 0 | 0 | 0 | -10,000 | -10,000 | 0 | 0 | 0 | 0 |
| 5325 | Tfr from CCTV | 0 | -2,000 | 0 | -4,294 | 0 | 0 | 0 | 0 | 0 |
| 5350 | Tfr from EMR s106 Rugby Club | 0 | 0 | 0 | -35,641 | -32,858 | 0 | 0 | 0 | 0 |
| 5352 | Tfr from CIL 18/19 | 0 | -59,667 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5353 | Tfr from CIL 19/20 | 0 | -12,372 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5354 | Tfr from CIL 20-21 | 0 | -647 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5359 | Tfr from EMR Market Towns | 0 | 0 | 0 | -3,902 | -3,902 | 0 | 0 | 0 | 0 |
| 5900 | Depreciation Contra to Service | 0 | -130,057 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5998 | Assets Funded from Grants | 0 | -13,603 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6306 | Tfr to EMR CIL | 0 | 98,279 | 0 | 74,560 | 74,560 | 0 | 0 | 0 | 0 |
| 6315 | Tfr to Capital Projects | 100,000 | 330,000 | 179,492 | 179,492 | 179,492 | 0 | 132,633 | 0 | 0 |
| Overhead Expenditure | | 139,602 | 382,667 | 219,094 | 405,776 | 425,576 | 0 | 172,235 | 0 | 0 |
| Movement to/(from) Gen Reserve | | (139,602) | (284,389) | (219,094) | (199,293) | (219,093) | | (172,235) | | |
| Total Budget Income | | 1,464,252 | 1,756,250 | 1,538,678 | 1,822,637 | 1,824,450 | 0 | 1,646,940 | 0 | 0 |
| Expenditure | | 1,464,252 | 1,759,404 | 1,538,678 | 1,289,016 | 1,800,174 | 0 | 1,646,940 | 0 | 0 |
| Movement to/(from) Gen Reserve | | 0 | (3,153) | 0 | 533,621 | 24,276 | | 0 | | |

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|------------|---|--------------------------|-----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 101 | <u>Council Administration</u> | | | | | | | | | |
| | Total Income | 1,320,892 | 1,357,885 | 1,358,548 | 1,390,543 | 1,388,792 | 0 | 1,432,830 | 0 | 0 |
| | Overhead Expenditure | 326,890 | 230,617 | 249,436 | 171,548 | 397,360 | 0 | 434,450 | 0 | 0 |
| | Movement to/(from) Gen Reserve | 994,002 | 1,127,269 | 1,109,112 | 1,218,996 | 991,432 | | 998,380 | | |
| 102 | <u>Civic and Democratic</u> | | | | | | | | | |
| | Overhead Expenditure | 12,900 | 94,922 | 94,500 | 65,886 | 15,837 | 0 | 15,700 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (12,900) | (94,922) | (94,500) | (65,886) | (15,837) | | (15,700) | | |
| 103 | <u>Policy and Communications</u> | | | | | | | | | |
| | Overhead Expenditure | 6,000 | 15,006 | 16,000 | 11,295 | 6,200 | 0 | 6,200 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (6,000) | (15,006) | (16,000) | (11,295) | (6,200) | | (6,200) | | |
| 104 | <u>Council Events</u> | | | | | | | | | |
| | Total Income | 3,500 | 4,641 | 2,500 | 2,833 | 3,000 | 0 | 3,000 | 0 | 0 |
| | Overhead Expenditure | 27,500 | 41,361 | 48,500 | 15,317 | 40,337 | 0 | 41,500 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (24,000) | (36,721) | (46,000) | (12,484) | (37,337) | | (38,500) | | |
| 107 | <u>Grants and Projects</u> | | | | | | | | | |
| | Total Income | 0 | 85,828 | 0 | 8,000 | 8,000 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | 53,000 | 133,555 | 82,750 | 79,056 | 69,000 | 0 | 70,500 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (53,000) | (47,727) | (82,750) | (71,056) | (61,000) | | (70,500) | | |
| 201 | <u>CCTV</u> | | | | | | | | | |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|---------------------------------------|-----------------------------------|--------------------------|------------------|-----------------------------|------------------|------------------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| Total Income | | 22,700 | 25,264 | 24,450 | 53,175 | 36,733 | 0 | 31,790 | 0 | 0 |
| Overhead Expenditure | | 97,400 | 88,129 | 101,436 | 51,026 | 91,990 | 0 | 102,550 | 0 | 0 |
| Movement to/(from) Gen Reserve | | <u>(74,700)</u> | <u>(62,865)</u> | <u>(76,986)</u> | <u>2,149</u> | <u>(55,257)</u> | | <u>(70,760)</u> | | |
| 202 | <u>Dewey House</u> | | | | | | | | | |
| Total Income | | 7,200 | 7,200 | 7,200 | 4,800 | 7,200 | 0 | 7,200 | 0 | 0 |
| Overhead Expenditure | | 15,805 | 31,147 | 18,450 | 10,326 | 18,831 | 0 | 19,300 | 0 | 0 |
| Movement to/(from) Gen Reserve | | <u>(8,605)</u> | <u>(23,947)</u> | <u>(11,250)</u> | <u>(5,526)</u> | <u>(11,631)</u> | | <u>(12,100)</u> | | |
| 203 | <u>The Hub</u> | | | | | | | | | |
| Overhead Expenditure | | 0 | 0 | 0 | 8,137 | 16,217 | 0 | 16,200 | 0 | 0 |
| Movement to/(from) Gen Reserve | | <u>0</u> | <u>0</u> | <u>0</u> | <u>(8,137)</u> | <u>(16,217)</u> | | <u>(16,200)</u> | | |
| 208 | <u>Town Park Splashpad</u> | | | | | | | | | |
| Overhead Expenditure | | 0 | 28,599 | 29,700 | 13,446 | 31,310 | 0 | 31,400 | 0 | 0 |
| Movement to/(from) Gen Reserve | | <u>0</u> | <u>(28,599)</u> | <u>(29,700)</u> | <u>(13,446)</u> | <u>(31,310)</u> | | <u>(31,400)</u> | | |
| 209 | <u>Outside Services</u> | | | | | | | | | |
| Total Income | | 0 | 565 | 0 | 1,536 | 1,536 | 0 | 0 | 0 | 0 |
| Overhead Expenditure | | 261,550 | 318,276 | 340,761 | 195,236 | 324,125 | 0 | 333,750 | 0 | 0 |
| Movement to/(from) Gen Reserve | | <u>(261,550)</u> | <u>(317,711)</u> | <u>(340,761)</u> | <u>(193,701)</u> | <u>(322,589)</u> | | <u>(333,750)</u> | | |
| 210 | <u>Town Park</u> | | | | | | | | | |
| Total Income | | 11,460 | 13,496 | 13,980 | 15,046 | 13,944 | 0 | 15,620 | 0 | 0 |

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|------------|--|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| | Overhead Expenditure | 63,600 | 72,532 | 56,423 | 35,983 | 49,744 | 0 | 84,200 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (52,140) | (59,036) | (42,443) | (20,937) | (35,800) | | (68,580) | | |
| 212 | <u>Cemetery and Churchyard</u> | | | | | | | | | |
| | Total Income | 500 | 1,485 | 1,000 | 415 | 1,000 | 0 | 1,000 | 0 | 0 |
| | Overhead Expenditure | 1,350 | 5,676 | 1,390 | 1,264 | 1,326 | 0 | 1,450 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (850) | (4,191) | (390) | (849) | (326) | | (450) | | |
| 214 | <u>Public Conveniences (TP & CCP)</u> | | | | | | | | | |
| | Total Income | 0 | 3,730 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | 10,700 | 21,688 | 11,200 | 12,250 | 16,984 | 0 | 13,400 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (10,700) | (17,958) | (11,200) | (12,250) | (16,984) | | (13,400) | | |
| 215 | <u>Street Furniture</u> | | | | | | | | | |
| | Overhead Expenditure | 3,900 | 3,857 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (3,900) | (3,857) | 0 | 0 | 0 | | 0 | | |
| 216 | <u>Pavilion Cafe</u> | | | | | | | | | |
| | Total Income | 50,000 | 103,069 | 80,000 | 91,479 | 100,000 | 0 | 100,000 | 0 | 0 |
| | Direct Expenditure | 25,000 | 35,656 | 28,000 | 33,456 | 35,000 | 0 | 35,000 | 0 | 0 |
| | Overhead Expenditure | 51,790 | 54,656 | 54,007 | 47,149 | 63,185 | 0 | 61,890 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (26,790) | 12,757 | (2,007) | 10,874 | 1,815 | | 3,110 | | |
| 217 | <u>Play Areas</u> | | | | | | | | | |

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|------------|---------------------------------------|--------------------------|----------|-----------------------------|------------|-----------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| | Overhead Expenditure | 13,500 | 17,317 | 12,000 | 5,672 | 11,212 | 0 | 15,250 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (13,500) | (17,317) | (12,000) | (5,672) | (11,212) | | (15,250) | | |
| 219 | <u>Sweeper</u> | | | | | | | | | |
| | Overhead Expenditure | 61,875 | 50,140 | 58,225 | 36,142 | 56,225 | 0 | 59,225 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (61,875) | (50,140) | (58,225) | (36,142) | (56,225) | | (59,225) | | |
| 220 | <u>Depot</u> | | | | | | | | | |
| | Overhead Expenditure | 25,450 | 25,205 | 23,300 | 21,186 | 24,056 | 0 | 23,800 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (25,450) | (25,205) | (23,300) | (21,186) | (24,056) | | (23,800) | | |
| 221 | <u>Tennis Courts</u> | | | | | | | | | |
| | Total Income | 0 | 0 | 0 | 3,761 | 3,494 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | 0 | 0 | 0 | 3,761 | 3,533 | 0 | 0 | 0 | 0 |
| | Movement to/(from) Gen Reserve | 0 | 0 | 0 | 0 | (39) | | 0 | | |
| 299 | <u>Services to be devolved</u> | | | | | | | | | |
| | Overhead Expenditure | 170,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (170,000) | 0 | 0 | 0 | 0 | | 0 | | |
| 301 | <u>Civic Centre</u> | | | | | | | | | |
| | Total Income | 40,500 | 44,928 | 42,500 | 38,855 | 47,068 | 0 | 46,800 | 0 | 0 |
| | Overhead Expenditure | 92,990 | 108,318 | 90,006 | 64,577 | 99,226 | 0 | 105,440 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (52,490) | (63,390) | (47,506) | (25,722) | (52,158) | | (58,640) | | |

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

Note: Recommended Budget 2024-25 V3

| | | <u>Last Year 2022-23</u> | | <u>Current Year 2023-24</u> | | | | <u>Next Year 2024-25</u> | | |
|------------|---------------------------------------|--------------------------|------------------|-----------------------------|------------------|------------------|-----------|--------------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 305 | <u>Civic Centre Bar</u> | | | | | | | | | |
| | Total Income | 7,500 | 7,947 | 7,500 | 4,111 | 6,000 | 0 | 7,500 | 0 | 0 |
| | Direct Expenditure | 3,200 | -281 | 3,000 | 525 | 2,400 | 0 | 3,000 | 0 | 0 |
| | Overhead Expenditure | 250 | 16 | 100 | 0 | 100 | 0 | 100 | 0 | 0 |
| | Movement to/(from) Gen Reserve | <u>4,050</u> | <u>8,212</u> | <u>4,400</u> | <u>3,586</u> | <u>3,500</u> | | <u>4,400</u> | | |
| 306 | <u>Civic Centre Coffee Bar</u> | | | | | | | | | |
| | Total Income | 0 | 1,933 | 1,000 | 1,599 | 1,200 | 0 | 1,200 | 0 | 0 |
| | Direct Expenditure | 0 | 188 | 400 | 0 | 400 | 0 | 400 | 0 | 0 |
| | Overhead Expenditure | 0 | 159 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>1,586</u> | <u>600</u> | <u>1,599</u> | <u>800</u> | | <u>800</u> | | |
| 499 | <u>Capital Expenditure</u> | | | | | | | | | |
| | Total Income | 0 | 98,279 | 0 | 206,483 | 206,483 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | 139,602 | 382,667 | 219,094 | 405,776 | 425,576 | 0 | 172,235 | 0 | 0 |
| | Movement to/(from) Gen Reserve | <u>(139,602)</u> | <u>(284,389)</u> | <u>(219,094)</u> | <u>(199,293)</u> | <u>(219,093)</u> | | <u>(172,235)</u> | | |
| | Total Budget Income | 1,464,252 | 1,756,250 | 1,538,678 | 1,822,637 | 1,824,450 | 0 | 1,646,940 | 0 | 0 |
| | Expenditure | 1,464,252 | 1,759,404 | 1,538,678 | 1,289,016 | 1,800,174 | 0 | 1,646,940 | 0 | 0 |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>(3,153)</u> | <u>0</u> | <u>533,621</u> | <u>24,276</u> | | <u>0</u> | | |

Overnight road closure of Smallbrook Road during part of the toad migration season.

Report for decision by Full Council – 15/01/2024 by Tom Dommett, Town Clerk and Patsy Clover, Committee Clerk

At a previous Council meeting, members considered a report prepared by the Town Clerk, following discussions with Wiltshire Council and Sustainable Warminster about the possibility of overnight road closure of Smallbrook Road during part of the migration season.

Members resolved to ask officers to undertake further works, including carrying out an informal consultation with residents and local businesses, in order to understand local opinion, estimated costs and strategies, and to work with Wiltshire Council to pursue a possible temporary road closure from 14th February to 13th March 2025 and annually thereafter. Minute [FC/23/073](#) refers.

Consultation

The consultation to gauge local opinion was held between 13th November 2023 and 18th December 2023.

The consultation was promoted on the council's website, through social media, via the Warminster Journal, and through posters on noticeboards in the town. The businesses which would be most affected, have been contacted direct.

See below for a copy of the consultation.

The consultation asked:

*Are you in favour of the town council applying for a part road closure of Smallbrook Road from 14th February to 13th March 2025 during toad migration season? **

- *Yes*
- *No*
- *Don't know*

Please detail any comments you would like to submit about the proposed road closure.

Coverage

The consultation gained extensive coverage on social media, in local newspapers, and on BBC Radio Wiltshire amongst others. For example:

<https://www.bbc.co.uk/news/uk-england-wiltshire-67722523>

Results of consultation

673 responses were received to the consultation.

The total responses received are analysed as follows:

- Yes 86% (579)
- No 13% (87)
- Don't know (1%) (7)

Evaluation

The response rates to the survey were quite high, driven mainly by the initial publicity and then publicity about the impending closure of the survey. However, the response rates might be thought a little disappointing in proportion to the overall coverage.

It is evident that some people who completed the survey do not live in Warminster.

A breakdown of the total responses received between BA12 postcodes and 'other' postcodes produces the following results:

| BA12 postcodes | 'Other' postcodes |
|---|---|
| <ul style="list-style-type: none">• Yes 63% (423)• No 13% (86)• Don't know 1% (6) | <ul style="list-style-type: none">Yes 23% (156)No 0% (1)Don't know 0% (1) |

The remit was to survey businesses and local residents from the BA12 postcode area. Of the 'other' respondents, an analysis of their postcodes identified them as living elsewhere in Wiltshire and the West Country, with a number from further afield. Whilst they might have an interest in Warminster, they could reasonably be discounted.

Discounting those responses from outside Warminster, the number voting is:

- Yes 423
- No 86
- Don't know 6

Other Factors

The recent traffic survey showed 3,300 vehicles using Smallbrook Road in a week. That gives an average of 471 vehicles a day or over 13,000 vehicles a month. **(See attached).**

It could be that vehicle numbers would be lower in February as the road often floods. Conversely, when the road is flooded could be peak time for toads crossing. In essence, when the toads most need the road to be closed, it is likely to be closed due to flooding.

It is likely that if the road were closed, most of the 13,000 vehicle movements a month would still take place and that they would follow the diversion or other routes.

It seems obvious that some local businesses will be affected by the road closure, and they might seek compensation for loss of trade. While the Council is under no

legal obligation to make compensation payments, it might want to acknowledge the impact that the road closure might have on businesses.

Of course, this was an informal consultation and Wiltshire Council would have to carry out its own formal consultation.

The key questions for councillors to consider are:

Are the responses representative of local opinion?

Will they be replicated in an official consultation carried out by Wiltshire Council?

Will they carry enough weight with Wiltshire Council for them to proceed with a road closure?

Will the benefit to the roads outweigh any downsides?

To be clear, town councillors do not have the power to introduce a road closure, they can only ask Wiltshire Council to do so and Wiltshire Council can only introduce a road closure if it is satisfied it has the powers and reasons to do so.

Warminster Town Council consultation on possible road closure for toad migration season

Warminster Town Council has launched an informal consultation to gain opinion on a potential road closure during toad migration season for part of Smallbrook Road in Warminster from 14th February to 13th March 2025.

Residents are being asked whether they would be in favour or against shutting the road from Smallbrook Road car park to the junction with Upper March Road and Henfords Marsh to all motor vehicles between 14th February to 13th March 2025.

Warminster's only major toad population lives in Smallbrook Meadows and toads, which are a threatened species, use the same migration routes back to their breeding ponds every year. Road deaths, along with the loss of breeding ponds, are thought to be having a significant impact on toad populations, which nationally have declined by 68% in the last 30 years.

The road closure could cause potential disruption to traffic and if Warminster Town Council were to apply for a temporary road closure for Smallbrook Meadows it would be liable for the costs. These would include any advertising and legal costs, consultation costs and putting up and maintaining the road closure signs and diversion signs. It is estimated this could cost up to £10,000 per annum.

The decision of whether to proceed with the road closure can only be made by Wiltshire Council and they would balance the case made for the road closure, any opposition or suggested amendments and any other considerations before making a decision. The town council therefore wants to gauge public opinion before taking a potential road closure to the next stage.

The consultation will run from Monday 13th November until Monday 18th December 2023.

1. Please detail your home postcode *

2. Are you in favour of the town council applying for a part road closure of Smallbrook Road from 14th February to 13th March 2025 during toad migration season? *

- Yes
- No
- Don't know

Please detail any comments you would like to submit about the proposed road closure:

ATC Traffic Analysis Report

Author: Smart Transport Hub

Contract: Wiltshire Council

Job Number: 047-001

Location: <https://what3words.com/perfectly.sulked.braked>

Road Name: Smallbrook Rd

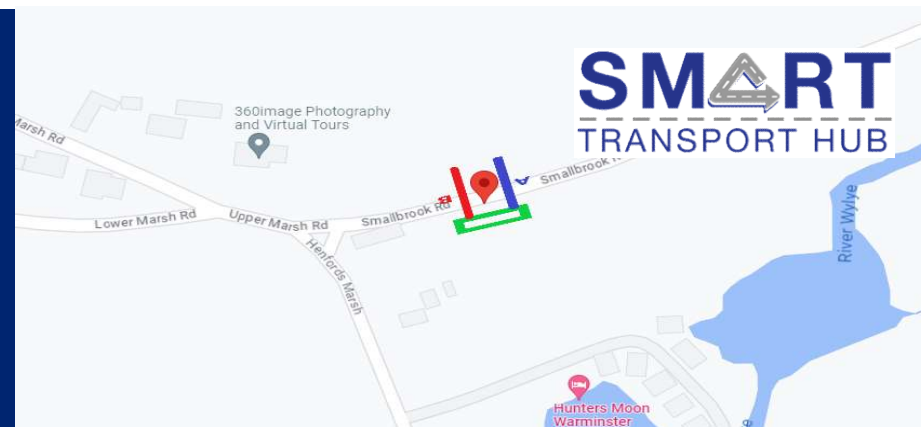
District: Warminster

Coordinates: X 387770, Y 144020

Start Date: 14.11.2023

End Date: 20.11.2023

Speed Limit: 30 mph



STH carried out a 7-day ATC on Smallbrook Rd commencing the 14/11/23. The number of vehicles exceeding the speed limit of 30mph was 273 which is 8.27% of the total vehicles recorded in both directions which was 3300.

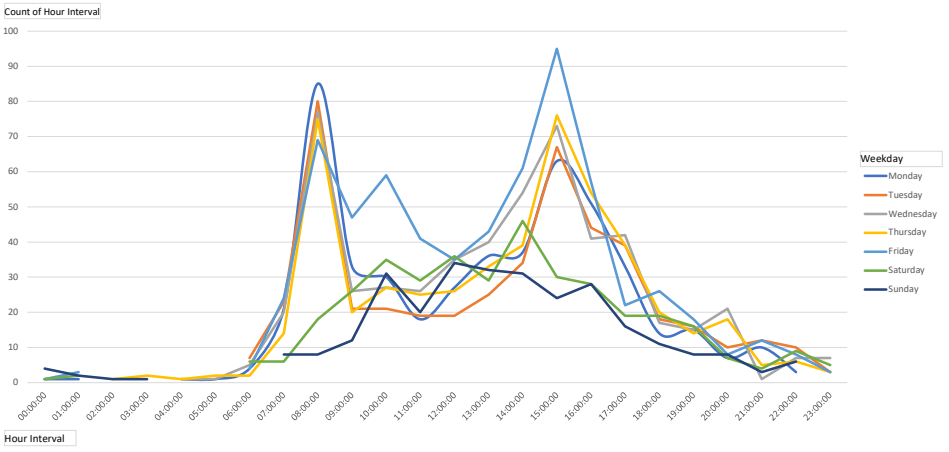
| Week Commencing |
|------------------|
| 20 November 2023 |
| 13 November 2023 |

| Compass direction |
|-------------------|
| E1 |
| W0 |

| Class |
|-------|
| 1 |
| 2 |
| 3 |
| 4 |
| 5 |
| 6 |
| 7 |
| 8 |

| Total | Sum of % Over PSL | Sum of % Over ACPO | Sum of % Over DFT |
|-------|-------------------|--------------------|-------------------|
| 3300 | 8.27% | 1.52% | 0.12% |

| Count of Compass direction | Column Labels | | |
|----------------------------|---------------|------|-------------|
| Row Labels | W0 | E1 | Grand Total |
| 13 November 2023 | 1434 | 1375 | 2809 |
| 20 November 2023 | 263 | 228 | 491 |
| Grand Total | 1697 | 1603 | 3300 |



| Smallbrook Rd (30mph speed limit) | | | | | | | |
|-----------------------------------|--------------------|---------------------------|----------------------|---|---|--|--|
| Direction | Number of Vehicles | Average speed over 7 days | 85 percentile speeds | Percentage of vehicles complying with the 30mph speed limit | Percentage of vehicles under enforcement threshold of 35mph | Percentage of vehicles complying with a proposed signed only 30mph speed limit | Percentage of vehicles complying with a proposed signed only 30mph speed limit |
| E1 | 1603 | 23.7mph | 28.7mph | 90.5% (1450) | 98.3% (1575) | 90.5% (1450) | 90.5% (1450) |
| W0 | 1697 | 23.4mph | 28.1mph | 92.9% (1577) | 98.7% (1675) | 92.9% (1577) | 92.9% (1577) |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

| Count of Compass direction | Column Labels | |
|----------------------------|---------------|------|
| Row Labels | W0 | E1 |
| Monday | 263 | 228 |
| Tuesday | 241 | 231 |
| Wednesday | 269 | 268 |
| Thursday | 258 | 245 |
| Friday | 339 | 298 |
| Saturday | 178 | 194 |
| Sunday | 149 | 139 |
| Grand Total | 1697 | 1603 |

| Average of Speed | Column Labels | |
|------------------|---------------|-------|
| Row Labels | W0 | E1 |
| Monday | 23.72 | 23.04 |
| Tuesday | 23.67 | 23.90 |
| Wednesday | 23.76 | 24.43 |
| Thursday | 23.65 | 24.27 |
| Friday | 23.28 | 23.40 |
| Saturday | 23.13 | 22.94 |
| Sunday | 22.20 | 23.82 |
| Grand Total | 23.42 | 23.71 |

| % Over PSL | % Over ACPO | % Over DFT |
|------------|-------------|------------|
| 8.27% | 1.52% | 0.12% |

vehicles are travelling over posted speed limit (30mph)

vehicles are traveling 10% +2 over PSL (35mph)

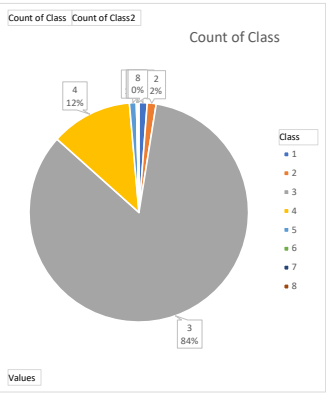
vehicles are 15mph over PSL (45mph)



COMBINED 85%ILE (MPH)

28.40

| Row Labels | Count of Class | Count of Class2 |
|-------------|----------------|-----------------|
| 1 | 41 | 1.24% |
| 2 | 43 | 1.30% |
| 3 | 2775 | 84.09% |
| 4 | 396 | 12.00% |
| 5 | 33 | 1.00% |
| 6 | 1 | 0.03% |
| 7 | 4 | 0.12% |
| 8 | 7 | 0.21% |
| Grand Total | 3300 | 100.00% |



DfT 2010 with COBA

| Class | Type | Axles | SP1 | SP2 | SP3 | SP4 | SP5 | Agg |
|-------|------|--------|--------------|--------------|--------------|--------------|-------------|-----|
| 1 | C | 2 | 0.00 - 1.06 | | | | | C |
| 2 | O | 2 | 1.06 - 1.70 | | | | | |
| 3 | CAR | 2 | 1.70 - 2.89 | | | | | |
| | | 3 | 1.89 - 2.95 | 1.90 - 4.00 | | | | |
| | | 3 | 1.89 - 2.95 | 3.50 - 6.00 | | | | |
| 4 | LGV | 4 | 1.89 - 2.95 | 1.90 - 6.00 | 0.50 - 1.30 | | | L |
| | | 2 | 2.89 - 3.75 | | | | | |
| 5 | R2 | 2 | 3.75 - 6.00 | | | | | O |
| 6 | R3 | 3 | 2.00 - 6.00 | 1.00 - 1.90 | | | | |
| | | 3 | 1.00 - 1.88 | 2.00 - 12.00 | | | | |
| 7 | R4 | 4 | 1.00 - 1.90 | 2.00 - 12.00 | 1.00 - 1.90 | | | |
| | | 4 | 3.00 - 9.00 | 1.00 - 2.50 | 1.00 - 2.50 | | | |
| 8 | A3 | 3 | 2.95 - 9.20 | 1.90 - 4.00 | | | | O |
| | | 3 | 1.89 - 3.99 | 3.50 - 15.00 | | | | |
| | | 4 | 2.95 - 12.00 | 2.00 - 12.00 | 2.50 - 12.00 | | | |
| | | 4 | 2.95 - 9.20 | 2.50 - 9.00 | 0.50 - 2.50 | | | |
| | | 4 | 1.89 - 3.99 | 3.50 - 15.00 | 1.05 - 2.50 | | | |
| 9 | A4 | 4 | 1.89 - 2.95 | 3.50 - 6.00 | 1.05 - 1.30 | | | |
| | | 4 | 1.00 - 1.90 | 1.90 - 12.00 | 2.00 - 15.00 | | | |
| | | 4 | 1.70 - 5.25 | 1.00 - 1.90 | 2.00 - 15.00 | | | |
| 10 | A5+ | 5 | 2.00 - 12.00 | 1.00 - 12.00 | 2.00 - 12.00 | 1.00 - 1.90 | | |
| | | 5 | 2.00 - 12.00 | 1.00 - 1.90 | 1.90 - 12.00 | 2.50 - 12.00 | | |
| | | 5 | 1.70 - 5.25 | 1.00 - 1.90 | 2.00 - 15.00 | 1.00 - 2.50 | | |
| | | 5 | 1.00 - 1.90 | 1.90 - 12.00 | 2.00 - 15.00 | 1.00 - 2.50 | | |
| | | 5 | 2.00 - 12.00 | 2.00 - 15.00 | 0.70 - 1.80 | 0.70 - 1.80 | | |
| | | 6 | 2.00 - 12.00 | 1.00 - 1.90 | 1.90 - 12.00 | 2.00 - 12.00 | 1.00 - 1.90 | |
| | | 6 | 1.90 - 5.25 | 1.00 - 1.90 | 2.00 - 15.00 | 1.00 - 1.90 | 1.00 - 1.90 | |
| 11 | BUS | 7 - 20 | | | | | | H |
| | | 2 | 6.00 - 12.00 | | | | | |
| | | 3 | 6.00 - 12.00 | 1.00 - 1.90 | | | | |

Aggregate

VAR

GV

GV1

GV2

BUS

December 11, 2023

Warminster Town Council
Warminster Civic Centre
Sambourne Road
Warminster
BA12 8LB

For the attention of the Finance & Audit Committee

Selwood Housing grant application – Westleigh Estate CCTV project

| | |
|---|------------------------------|
| Name of organisation | Selwood Housing |
| Registered charity number | 1141124 |
| Name of person making the application on behalf of the organisation | Shaun Church |
| Position held | Senior Neighbourhood Manager |
| Email | |
| Telephone | |

Selwood Housing is a not-for-profit housing association with over 7000 homes for rent at affordable prices in Wiltshire, Somerset and BANES. We also offer shared ownership, and other schemes to provide a wide variety of homes for people living in our communities. Our ambition is to build 1700 more affordable homes by 2034, to help tackle the housing crisis.

As a charity, our surplus is reinvested into new homes, our existing properties and into our communities. Our team is made up of 300 local people who really get to know our customers and are passionate about helping them. By listening to what our customers say, we are continually improving our services which

includes the continuous monitoring of our neighbourhoods and project initiation in priority areas.

We would like to submit this grant application for the value of £5000 to support the following project:

Installation of CCTV cameras on the Westleigh, Warminster estate which will cover the highways, pavements, garage and parking forecourts, entrances and egress points.

Total Project Cost: £20000.00

| | |
|--|-----------|
| CCTV equipment and installation (2 quotes included) | £15000.00 |
| Contingency | £3600.00 |
| Electrical work for lampposts to house CCTV cameras x 7 @ £200 per lamppost | £1400.00 |
| TOTAL | £20000.00 |

Other income source and funding applications:

| | |
|--|-----------|
| Selwood Housing (confirmed) | £5000.00 |
| Wiltshire Council Area Board grant (pending) | £5000.00 |
| Police & Crime Commissioner's community action fund grant (pending) | £5000.00 |
| TOTAL | £15000.00 |

The CCTV operation will be used to monitor and evidence anti-social activity on the estate, which in turn will help provide an efficient and effective response to incidents.

This will also have a positive effect on the community by increasing the wellbeing and safety of residents, which are not limited to Selwood Housing customers, but also private homeowners and tenants who make up a substantial proportion of residents on the Westleigh estate.

Access to Princecroft Primary School, including The Hive Nursery is located on the estate, and regularly receive a number of complaints from parents witnessing anti-social behaviour when taking their children to and from the school.

Since 2018, Selwood Housing neighbourhoods team has identified Westleigh as an area with high levels of interconnected social issues and anti-social behaviour driven by criminal activity along with safeguarding, welfare and environmental concerns. A CCTV operation that will cover public areas of the estate will provide a safer environment for residents and visitors, and vital opportunities for us to gather evidence of perpetrators, resulting in the prevention of open criminal behaviour.

A sense of safety on the estate will foster an open sense of community and encourage stronger social interaction.

Over the years, we have continued to work closely with local councillors and the neighbourhood policing team, as a result we have a firm understanding of the anti-social behaviour activities specific to the Westleigh estate and all agree this issue is a multi-agency priority.

In July 2023, as part of our Priority Neighbourhoods project, we conducted a consultation with residents on the estate. Anti-social behaviour was the top priority identified by residents. Over 50% of residents felt unsafe and had concerns around drug use and dealing. Many residents also said they would not report this behaviour for fear of any repercussion. This CCTV project will support Selwood Housing and Wiltshire Police to identify perpetrators of drug dealing. It will also allow us to monitor dangerous driving, as this was an area of concern also raised by residents at the consultation.

Prior to submitting applications, we arranged a number of meetings with Wiltshire Council, Wiltshire Police, and Warminster Town Council to discuss our project and assess the potential for success and suitability of a grant application. We are of the understanding that all parties agree, tackling the cause of anti-social behaviour is a necessity and a priority.

As detailed in our corporate strategy, improving energy efficiency, eradicating damp and mould and ensuring we are compliant with safety regulations are vital to providing safe and well-maintained properties for our customers. We are therefore reaching out to yourselves, Area Board and Police and Crime Commissioner to assist us with funding this project, which in turn will create additional opportunities and benefits for all residents and visitors in the community, including parents and children from the local primary school and nursery.

- Housing and employment - The estate will be safer for residents and visitors with improve aesthetics. Properties will become more appealing to renters and buyers. Along with this, we have a sensitive letting plan in place, where we can attract a cohort more likely to be in or actively seeking work. By changing the dynamic of the estate, we can ensure that peoples aspirations are higher, and the negative reputation revoked.
- Reducing isolation and loneliness - We will do this in two areas: Preventing vulnerable people being exploited through predatory criminals for drug dealing or cuckooing. Having more time to identify, engage with and signpost those who may be living alone without friends or family.
- Supporting the local economy – The estate will improve, and over time the reputation of that part of the town will also improve. Therefore, residents and visitors will spend more time locally, contributing to local businesses and events.
- Youth engagement, employment and positive activity opportunities - this would encourage parents of young people to feel comfortable and more likely to be allow more freedom to socialise with their friends. We have met with Area Board Delivery Officer, Caroline Le Quense and discussed potential opportunities for outreach youth support in the future.

I have attached relevant documents to support this application and links to the following:

[Selwood Housing Corporate strategy 2023](#)

[Customer Annual report 2022-23 \(selwoodhousing.com\)](#)

[Annual report & financial statement 2022/23](#)

Please do not hesitate to get in touch if you would like any more information.

Thank you for your consideration.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Shaun Church', with a long horizontal stroke extending to the right.

Shaun Church
Senior Neighbourhood Manager

Community Infrastructure Levy Working Group Recommendation

The CIL Working Group recommends:

- i) That the Council gives Warminster Town Football Club £30,000 of CIL Money to replace the existing flood lighting at the ground on condition that Warminster Town Football Club contributes a minimum of £10,000 toward the cost.**
- ii) That the Council it asks Warminster Town Football Club reports back to the Town Council about the completion of the project and going forward submits regular reports about its activities to the Town Council, particularly with regard to community involvement and youth engagement in respect of use of the pitch and floodlights.**

The CIL Working Group has considered the application from the football club at length and in depth. The Football Club has supplied additional information when requested and held in person meetings to discuss the proposal.

Summary

In essence the Football Club has old floodlights, that are expensive to maintain, typically costing £4,000 a year to run, this is comprised of around £2,800 of electricity and £1,200 in replacement bulbs. New LED floodlights would cost approximately £375 a year to run. This would be a significant financial saving to the club and allow the club to direct those resources (£3,625) more productively. There would also be an environmental benefit in reduced electricity use.

Without replacement floodlights, the club runs the risk that it will no longer be able to obtain replacement bulbs and that it may not reach the required standard of floodlighting required by the league.

The working group is reassured that any new LED floodlighting would be Dark Skies compliant.

Assessment

The Council CIL policy requires that once a scheme is deemed suitable to be put forward, it is measured against six criteria. The CIL Working Group have considered how the proposal met each of the criteria, set out below.

1. Will the benefits of this scheme be visible and tangible?

Warminster Town Football Club supports a range of teams for the surrounding and local community. The upgrade of the lighting would enable us to continue to ensure that football is given to WTFC Ladies, WTFC U18s, and WTFC First and reserve teams.

If we are successful in our application for funding for the new LED flood lighting this will be a big step forward towards future proofing our 125-year-old football club.

We believe that the benefits will be visible and tangible to both the club and the surrounding community. The floodlights are a fixed asset and the benefits of the town having a functioning football club are significant.

2. Would CIL funding secure partnership funding?

Yes, Warminster Town FC would contribute £10,000 towards the cost of the scheme.

3. Is this a project in the right funding range, given what is known about the current and potential CIL pot?

Yes – the application is for £30,000. There is currently £205,383 in the Earmarked Reserves for CIL. There are no other schemes under consideration for CIL funding and the CIL 'Pot' is being replenished at a rate of around £70,000 a year.

4. Has a means of meeting any ongoing operational and maintenance costs been identified?

Yes - Warminster Town FC would be responsible for any ongoing operational and maintenance costs.

The current flood lighting we have at Weymouth Street is proving to be expensive to run with the average cost to run the flood lights for a game in the region of £100/110 against new LED's £9/10 a game.

Each column houses 6 x 2500watt lamps with four columns we have 24 lamps in total which on average only last 12/18 months and when they need replacing cost £150 each with a starter, this is putting a huge financial strain on the club in the current financial climate. The savings made with the new lighting can be reinvested back into the club for vital maintenance.

The new lighting comes with a 10-year guarantee making them maintenance free for the foreseeable future.

5. If CIL funding is awarded, is there a clear timescale by when the project will be delivered?

Yes it would be delivered within a year.

6. Is the project – “ready to go” – i.e., has sufficient overall funding and work can start shortly?

Yes, If approval is given, have already had the surveys completed and quotes received. The works are straight forward, and they anticipate a completion turnaround of 12/16 weeks

In conclusion the CIL Working Group proposes the recommendation set out above.

Warminster Town Football

Information re the Warminster Football Club application for CIL funding.

I hope the Council can see how dedicated and committed our committee members are in trying to take the club forward, safeguarding its use for future generations.

I'd like to highlight the significant and positive impact that Warminster Town Football Club has had on our local community. Warminster Town FC is not just about goals, and results; it is a beacon of community unity, youth development, and overall well-being.

The floodlights we currently have are incandescent and are becoming harder to source as the switch to LED lamps become compulsory, we fear that if we don't make the change to LED lighting we will not be able to compete in the men's league we currently play in and this puts the whole of the club at risk as the money generated by the men's team with gate and bar receipts is what finances the club, as we have no other source of income apart from sponsorship from some of our local business's.

With the current floodlighting we have we are unable to facilitate the under 18s youth this season as the league that they played in last year was a floodlit league and with the high running cost of the floodlights we have not been able to enter this season due to high costs, the addition of LED floodlights would make this achievable for next season and keep the local youth of the town involved in football.

LED floodlights offer several environmental benefits to our community,

1. **Energy Efficiency:** LED floodlights are highly energy-efficient, as they convert a large percentage of the energy they consume into light, with minimal heat generation. This efficiency reduces the overall energy demand for lighting, resulting in lower electricity consumption and reduced greenhouse gas emissions. This is particularly important given the global focus on energy conservation and reducing carbon footprints.
2. **Longer Lifespan:** LED floodlights have a significantly longer lifespan compared to traditional bulbs. They can last up to 25,000 to 50,000 hours or more, which means less frequent replacement and reduced waste. Fewer discarded bulbs lead to lower environmental impact in terms of manufacturing, transportation, and disposal.
3. **Reduced Light Pollution:** LED floodlights can be designed with precise optics, reducing light spill, and directing the light where it's needed. This helps minimize light pollution, which has negative effects on ecosystems, wildlife, and human health. By providing focused and efficient lighting, LED floodlights contribute to preserving natural darkness in the night environment.
4. **Solar Compatibility:** LED technology is well-suited for use with solar panels due to its low energy consumption and efficient conversion of electricity into light. This makes LED floodlights an eco-friendly choice for off-grid or renewable energy applications.
5. We have investigated solar panels on the clubhouse roof, but this would be our next project after the upgrade of the floodlights to LED.
6. By reducing energy consumption, minimizing waste, and improving the quality of outdoor lighting, LED floodlights play a crucial role in helping protect the environment. With the cheaper running costs this would allow us to open the club to more people within our community. Warminster Town Football Club has an open-door policy and will always allow use of our club to any group within the community free of charge.

Thousands of people come through our doors each year, much of which is not football related and aids the local community. We provide much needed facilities during a time when a lot are being lost due the current economic climate.

The benefits of our football club extend far beyond the confines of the pitch, touching the lives of residents, families, and young aspiring footballers in numerous ways. Here are some of the keyways in which our football club contributes to the local community:

Youth Development: Warminster Town Football Club is deeply committed to nurturing young talent within our community and has a clear pathway in place with Warminster Highbury Youth for the youth footballers of the town to progress to adult football.

Physical Health and Well-being: Regular participation in sports is essential for maintaining a healthy lifestyle. Warminster Town Football Club encourages physical activity among community members of all ages. We host local tournaments, fitness workshops, and encourage families to come together through a shared love for the game.

Social Cohesion: Football has the remarkable ability to unite people from all backgrounds. Our club organizes events and matches that bring people of all ages, and backgrounds together. This sense of community and belonging is invaluable in promoting harmony in our local community. Our facility currently facilitates adult, woman's, youth, and veteran's football. Only last week Warminster Highbury Youth had the opportunity to play under the lights with the under 16s locking horns with the under 15s which was a highly entertaining encounter.

Volunteer and Employment Opportunities: Warminster Town Football Club provides volunteer opportunities and part-time employment for community members. This not only helps individuals gain experience and earn an income but also fosters a sense of ownership and participation in the club's activities.

Community Service: We take pride in giving back to the community through initiatives like charity events within our club, below are some of the events that Warminster Town Football Club host at no cost to any of the organisations,

- Wiltshire Rifles Warminster Branch of The Old Comrades
- Clarks Club
- Joint Social club
- Alzheimer's Society coffee mornings
- Bingo to raise money towards Salisbury Hospital
- We are men (men's mental health group)
- Motor neurones charity football match this summer
- Neuroendocrine Cancer UK charity football match this summer
- Warminster Highbury Youth

Educational Support: We believe in the importance of education. Our club is going to organise a tournament between local primary schools in the spring when the pitch starts to dry out.

Mental Health Support: We understand the challenges of mental health, and Warminster Town Football Club strives to create a safe space for individuals to seek support and engage in activities that promote mental well-being with our men's mental health group within our club house on a Monday evening.

In summary, Warminster Town Football Club is not merely a football club; it is a pillar of our community, promoting physical and mental health, education, inclusivity, and the values of sportsmanship. We take immense pride in our contribution to our local community's growth and well-being.

Warminster Town Football Club committee members are dedicated to keeping this great community sports club running for future generations and ten of the committee members have agreed to each donate £1000 each as an interest free loan to help our CIL grant application.

I hope our contribution of 25% of the required funding demonstrates our commitment to this partnership.

The total cost of the lights are, £33,350 + vat
Total £40,020

Warminster Town Football Club will contribute £10,005 towards the project and would look to CIL funding for the shortfall.

Warminster Town Football Club was formed in 1878, we currently have a lease with Wiltshire council for use of the pitch on a peppercorn rent until 2123.

We at Warminster Town Football Club appreciate that the CIL committee want us to demonstrate how the funding will improve our local community and I hope the above information gives you a feel for that.

We'd also ask that you look at what the Club is already doing within our community, and I think you would agree that it plays a big part in our local town.

Please don't hesitate to contact me if you require any more information.

Kindest regards

Rob McFerran

Warminster Town Football Club

REPORT FOR DECISION

Full Council 15th January 2024

Stuart Legg, Parks and Estate Manager

Under 5's Multiplay at Warminster Lake Pleasure Grounds

Recommendation

Members to approve the tender application from Company A.

Purpose of the Report

To provide members with information to make an informed decision.

Background

In the autumn of 2022, officers carried out a detailed review of all play areas. This included equipment, fences, gates, and surfaces. The findings of this review were presented to members at the Parks and Estate Committee along with budget costs, in October 2022.

PE/22/035 Play Areas

Members endorsed the Play Areas Report and resolved that the schedule of work and figures were used for the drafting of the budget to then be presented to Full Council.

This report also informed the budget setting process for the financial year 2023-24, and the necessary funding was agreed by council in January 2023.

Findings

The cost of the required works was known to be above the £25,000 threshold for contracts, therefore, officers compiled the respective tender documents. These were posted on the government contract finder website as per the regulations.

Tender applications were received from six play area companies. (See table below)
(All tenders have been posted onto Microsoft Teams for Members to view)

Officers carried out a desk-based assessment of the tenders. Each tender was assessed by the Parks and Estate Manager and the Parks and Open Spaces Supervisor using MEAT (Most Economically Advantageous Tender). The scoring was weighted 40% price, 60% quality. (See table A). The Company A tender emerged as the best option after this assessment. (See table B)
The full scoring assessment is available to members on request.

| MEAT | Overall weighting | Category | Category weighting | Element | Element Weighting |
|---------|-------------------|--------------|--------------------|----------------------|-------------------|
| Price | 40% | Commercial | 40% | Cost Competetiveness | 40% |
| Quality | 60% | Technical | 10% | Capability | 5% |
| | | | | Resources | 5% |
| | | Quality | 10% | Customer care | 5% |
| | | | | Quality of Service | 5% |
| | | Social value | 40% | Play value | 40% |

Table A

| Company | Total % | Position | Cost |
|-----------|---------|----------|---------|
| | | | |
| Company A | 83 | 1st | £34,999 |
| Company C | 74 | 2nd | £30,000 |
| Company B | 72 | 3rd | £29,799 |
| Company E | 70 | 4th | £30,579 |
| Company F | 62 | 5th | £28,715 |
| Company D | 60 | 6th | £29,770 |

Table B

Conclusion

Following a review of the desk-based evaluation, officers recommend that members approve the tender from Company A.

Company A have produced an eye-catching design with high play value. They offer a concept to provide further role play and social play opportunities for children. Whilst aimed predominantly at younger children the Multiplay also caters for older children. Although the most expensive tender, the design offers the best play value and, unlike the other tenders, uses all of the existing safety surface. Officers have visited a Company A Multiplay locally and are most satisfied with the equipment's ability to stand up to the use expected in the Lake Pleasure Grounds.

Financial and Resource Implications

The provision of a replacement Multiplay was included in the approved council budget for 2023-24 and has been precepted for.

Legal Implications and Legislative Powers

WTC has the power to provide this service under the General Power of Competence.

Environmental Implications

Officers are not aware of any negative environmental impacts.

Risk Assessment

The approved contractor will carry out risk assessments for any work undertaken.

Crime and Disorder

Officers are not aware of any issues the council should consider under the Crime and Disorder Act.

Stuart Legg

Parks and Estate Manager



Mr T Dommett
Town Clerk
Warminster Town Council
Warminster Civic Centre
Sambourne Road
Warminster
BA12 8LB

20th December 2023

Dear Tom

Internal Audit Report: 2023-24 Interim update

Please accept and pass on my thanks to you and your colleagues for the courtesy and attention afforded me during my recent interim review.

I am pleased to attach the resultant draft report and trust that I have not misrepresented any of the report's content: should I have done so, please let me know, so that I may make any necessary amendments prior to the report's presentation to Council.

May I also remind you that the Practitioners' Guide requires that our internal audit report is presented to the Council and I would appreciate your written confirmation of compliance in this respect.

Might I also ask that you acknowledge safe receipt of this e-mail together with the attached report.

Kind regards

Chris Hackett

Warminster Town Council

Internal Audit Report 2023-24 (Interim update)

Chris Hackett

***For and on behalf of
Auditing Solutions Ltd***

Background and Scope

The Accounts and Audit Regulations require all Town and Parish Councils to implement an independent internal audit examination of their Accounts and accounting processes annually. The Council has complied with the requirements in terms of independence from its decision-making process appointing Auditing Solutions Ltd to provide the function.

This report details the work undertaken for our 2023-24 interim review which took place on the 19th December 2023 together with our preparatory work. We wish to thank the Officers for providing all the requested documents to facilitate the completion of our work. This Report will be updated following our final review which will follow the contract accountant's closure of the Council's Accounts for the financial year.

Internal Audit Approach

In commencing our review for the year, we have again had regard to the materiality of transactions and their susceptibility to potential miss-recording or misrepresentation in the year-end Statement of Accounts and the Annual Governance and Accountability Return (AGAR). The latter is a statutory return provided to the External Auditor.

Our programme of cover has been designed to afford appropriate assurance that the Council's financial systems remain robust and operate in a manner to ensure effective probity of transactions and to afford a reasonable probability of identifying any material errors or possible abuse of the Council's own and the national statutory regulatory framework. The programme is also designed to facilitate our completion of the 'Internal Audit Report' which forms part of the Council's AGAR and requires that we give independent assurance over specified internal control objectives.

Overall Conclusion

Based on our work completed to date, the Council continues to operate reasonable control systems that should help ensure that transactions are recorded accurately in the financial ledger and subsequently, the Statement of Accounts and AGAR. Our detailed findings are set out in the following sections.

We request this report is presented to Members.

This report has been prepared for the sole use of Warminster Town Council. To the fullest extent permitted by law, no responsibility or liability is accepted by Auditing Solutions Ltd to any third party who purports to use or rely, for any reason whatsoever, on this report, its content or conclusions.

Detailed report

Accounting Records and Bank Reconciliations

The Council uses the Rialtas accounts software, with external contractors (DCK Beavers Ltd) preparing the accounts from detailed records maintained by the officers. A single combined cashbook for the Current & Instant Access bank accounts, operated at HSBC, remains in place.

Our objective here is to ensure that the accounting records are being maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. At this stage of our review we have:

- Checked and agreed the opening Trial Balance in the Rialtas software for 2023-24 to the closing financial records for 2022-2023 to ensure that all balances have been properly rolled forward;
- Verified that an appropriate cost and nominal ledger coding structure remains in place;
- Confirmed the accounting system remained in balance at the date of our review by running a data check to confirm the trial balance agreed to the nominal ledger (the main accounting record);
- Confirmed the External Auditor raised no issues on the 2022-23 accounts requiring our follow-up;
- Discussed with the Assistant Clerk the Council's arrangements for backing up the accounting system. We understand this is done regularly by the Council's IT provider to a Cloud with the Rialtas system backed up by DCK to a server;
- As a sample, checked and agreed one month's transactions in the cashbook (November 2023) to the bank statements, including the regular "sweep" transfers to maintain the current account balance at a constant £5,000;
- Checked and agreed the software based bank reconciliations as at 31st October and 30th November 2023 confirming there were no long standing, un-cleared adjustments or any other abnormal entries arising; and
- Confirmed Member oversight of the accounts and bank reconciliations which is done primarily by the Finance and Audit Committee.

Conclusions

We are pleased to record that no issues arise in this area currently. The Accounts are in balance and reconciled regularly.

We shall undertake further work in this area at our final visit, including checking one further month's transactions and ensuring the accurate disclosure of the combined year-end cash and bank balances in the year's Accounts and AGAR.

Review of Corporate Governance

Our objective here is to ensure that the Council has robust corporate governance documentation and processes in place and that, as far as we may reasonably be expected to ascertain (as we do not attend Council or Committee meetings), all meetings are conducted in accordance with the adopted Standing Orders and no actions of a potentially unlawful nature have been or are being considered for implementation. We note that:

- Full Council adopted Standing Orders and Financial Regulations at their meeting in May 2023;
- Details of payments are posted monthly onto the Council's website in the Policies and Financial Information section;
- Full Council agreed to renew the General Power of Competence at their meeting in May 2021; and
- Following approval of the 2022-23 Accounts the Council advertised their availability for public inspection by publishing the notice of Public Rights.

Further we have commenced our examination of the minutes of the Full Council and its extant Committee meetings (except for Planning) as posted on the Website.

Conclusions

No matters have been identified in this area from our work to date. We shall extend our review of minutes at our final visit and report our conclusions accordingly.

Review of Expenditure

Our aim here is to ensure that:

- Council resources are released in accordance with the Council's approved procedures and budgets;
- Payments are supported by appropriate documentation, either in the form of an original trade invoice or other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;

- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We discussed with officers the controls over the authorisation of payments. We consider the controls to be suitable. To gain assurance in this area we have tested a sample of payments examining all those individually in excess of £3,500, together with a more random sample of every 40th cash book transaction to the end of October 2023. Our test sample comprised 64 cash book payments plus the monthly payments for non-domestic rates and totaled £617,654 representing 60% of non-payroll costs for the year to 31st October. Payments were supported by suitable documentation.

The Council has recently tendered a contract for the installation of solar panels. We reviewed the report by the Tender Evaluation Team and confirmed three bids were received.

We have reviewed the VAT control account on the Rialtas system noting that returns continue to be prepared and submitted quarterly. We have verified the first two quarterly reclaims for 2023-24 to the underlying control account records checking the funds were recovered and confirmed the VAT due to be recovered at the end of 2022-23 has also been reclaimed in the current year.

Conclusions

No issues arise from our work in this area. At our final visit we shall complete an overall analytical review of year-end expenditure querying any unusual trends.

Assessment and Management of Risk

Our aim here is to ensure that the Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage those risks in order to minimise the opportunity for their coming to fruition. We have:

- Noted the Council approved its risk assessment for 2023-24 at its meeting in July 2023. The Council uses the Risk Wizard system, with managers updating their assessment quarterly. The system defines the risks and details controls in place providing a red, amber or green rating for each risk;
- Reviewed the current insurance policy provided by Aviva which runs to November 2024, cover includes:
 - Buildings and property insurance;
 - Business interruption insurance;

- Employer's liability £10m;
- Public liability £10m; and
- Internal crime cover of £999,000, subject to an excess of £15,000.

Conclusions

No issues arise to date in this area of our work. The Council has arrangements for managing risk.

Precept Determination and Budgetary Control

We aim in this area of our work to ensure that the Council has appropriate procedures in place to determine its future financial requirements leading to the adoption of an approved budget and formal determination of the annual precept; that effective arrangements are in place to monitor budgetary performance throughout the financial year and that the Council has identified and retains appropriate reserve funds to meet future spending plans.

We are pleased to note that Members are provided with regular financial information including budget monitoring reports, details of the balance sheet including earmarked reserves as well as schedules of payments for approval.

At the time of our audit, we noted the Finance and Audit Committee had considered the draft 2024-25 budget. Members were provided with reports showing proposed income and expenditure by service area, details of precept, detail of Earmarked Reserves and a short narrative report giving key assumptions, eg around inflation and predicted 2023-24 outturn. Full Council was due to give final consideration and approval in January 2024.

Conclusion

There are no matters arising from our work to date. We will review income and expenditure for the full 2023/24 financial year and year end balances at our final visit next summer.

Review of Income

Our objective here is to ensure that robust procedures are in place to ensure that all income due to the Council is identified and invoiced (where applicable) with recovery effected within a reasonable time span. In addition to the precept the Council receives various grants and income from lettings and service provision. At this review we have considered the latest budget report and tested as follows, specifically we:

- Agreed the 2023-24 precept as recorded in the minutes to the amounts receipted into the Cash Book;
- Tested the receipt of income arising from CCTV charges to invoices and the Memorandum of Understanding;
- Confirmed cashing up sheets are retained in relation to income collected at the pavilion café;
- Reviewed the unpaid invoices report on Rialtas noting there were no material aged debts; and
- As noted earlier in this report, we have tested one sample month's receipt transactions from the cashbook to the bank statements with no issues arising.

Conclusions

The Council has systems in place to manage and monitor income. We will review income further at the final visit.

Petty Cash Account and Floats

The Internal Audit Report within the AGAR requires that we comment on arrangements for managing petty cash. The Council continues to operate a petty scheme with an Excel control sheet forming the basis of the periodic re-imbursement to the agreed maximum holding level of £250. We have:

- Reviewed the summary petty cash sheets and test checked the payments in November 2023 to the supporting vouchers;
- Noted that petty cash schedules are reported periodically to Members; and
- Agreed the physical cash held on the day of our visit to the accounting record.

Conclusion

No issues arise in this area.

Salaries and Wages

In examining the Council's payroll function, we aim to confirm that extant legislation is being appropriately observed as regards adherence to the requirements of HM Revenue and Customs (HMRC) legislation as regards the deduction and payment over of income tax and NI contributions, together with meeting the requirements of the local government pension scheme in relation to the employees' contribution bandings.

We note that Wiltshire Council processes the payroll with officers checking and authorizing the amounts paid. We tested transactions in October 2023 as a sample month. Specifically in respect of the October pay-run, we have:

- Sample tested for five staff the calculation of PAYE and employees and employers NI contributions;
- Sample checked the calculation of employee and employer pension deductions;
- Agreed the summary reports to the Rialtas Cash Book;
- For two recent starters agreed their gross pay to their contract of employment;
- Confirmed that timesheets are authorized by Managers through the payroll system; and
- Commenced a month-on-month trend analysis of payroll costs to identify any material changes in payroll.

Conclusions

No issues have arisen from our review of a sample of payroll transactions this year. We will complete our month-on-month trend analysis of payroll costs to the year end at our final visit.

Investment and Loans

Our objectives here are to ensure that the Council is “investing” surplus funds, be they held temporarily or on a longer-term basis in appropriate banking and investment institutions, that an appropriate investment policy is in place, that the Council is obtaining the best rate of return on any such investments made and that interest earned is brought to account correctly and appropriately in the accounting records. We also aim to ensure that any loan repayments due to or payable by the Council are transacted in accordance with appropriate loan agreements.

The Council has invested funds in the CCLA. We obtained the CCLA statement for 31st October 2023 agreeing the reported balance to the Rialtas Ledger. We reviewed the interest recorded in the Rialtas Ledger test checking it to the CCLA statement.

We also note the existence of a PWLB loan and have agreed the repayment made in September 2023 to the PWLB statement.

Conclusions

No issues arise in this area currently. We shall check movements on loans and investments at our final visit and confirm they are correctly disclosed in the year end accounts and AGAR by reference to third party statements.

Delivering a brighter, greener future for all

Warminster Town Council Strategic Plan 2024-2029



Foreword

Wonderful Warminster,

Warminster is a great place that we want to make even better. Warminster is blessed with beautiful countryside, many beautiful buildings (over 220 listed), good facilities for a town of our size and friendly people. There are strong business, community and voluntary sectors.

Over the past few years, the town council has taken some big decisions. The council took on the running of the Lake Pleasure Grounds – turning a rundown park into once again the source of pride for residents. The town council took on eight play areas and the public toilets when Wiltshire Council might otherwise have closed them.

The town council invested in local facilities, for example; a new skate park, a fantastic splash pad, a new CCTV system and refurbished tennis courts and Multi Use Games Area. It has given substantial grants to the Athenaeum and the Chapel of St Lawrence to ensure these wonderful facilities continue to thrive and provide an excellent service to local people.

The town council helps organise events from Spring in the Park to the Remembrance Parade to The Christmas Light Switch-On and street market. The town council has supported a wide range of voluntary and community groups with grants, advice and support and by working in partnership to agreed objectives and shared aims.

We are proud of our town and proud of our town council. This strategic plan sets out some of the things we have done and aim to do. It doesn't include everything, but it does give a flavour of what the town council is about.



Councillor Phil Keeble – Mayor of Warminster 2023-24

Introduction

The purpose of a Strategic Plan is to provide a strategic sense of direction to the town council and provide a context for decision making.

Local Government has changed significantly over the past many years. Unitary Councils exist across Cornwall, Somerset, Dorset, Wiltshire and the role of town councils has changed. Town councils have grown and taken on new services, new staff, bigger budgets and more responsibilities.

There have been several advantages to town councils doing more – they are closest to the people they represent; they can respond to local needs and circumstances in a way a Unitary Council, seeking consistency and uniformity, cannot do. With the right staff, councillors and budgets, town councils can deliver in a way that is impossible for a much larger organisation. The Lake Pleasure Grounds are a prime example of how this can work in practice.

On the other hand, there is a danger that expectations on town councils will become too high. Town councils can end up taking on too much. Without the right resources, leadership and community engagement, councils risk not delivering on ambitions. Town councils work best when they complement the work of others, they cannot succeed in plugging the gaps in services that should by law be provided by others.

Warminster Town Council had a strategic plan but much of it has now been achieved and some of it was no longer relevant as it related to Covid 19 and the proposed devolution of further services from Wiltshire Council which now looks unlikely to take place.

This new strategic plan sets out the role the town council intends to play over the next five years. The strategic plan doesn't set out everything the town council does, or intended to do or might do. It would be impossible to predict all the circumstances, demands and challenges the town council will face in the coming years. Changing circumstances, new ideas and evolving expectations may impact on the council, presenting new challenges. The Strategic Plan should, however, bring a level of consistency and predictability to what the town council does.

Tom Dommett – CiLCA, Town Clerk and Responsible Finance Officer, Warminster Town Council

The main responsibilities of the town council are;

- The Civic Centre
- Dewey House
- The Lake Pleasure Grounds
- Tynings Allotments
- Eight play areas
- The public toilets in Central Car Park
- The Obelisk and the War Memorial
- CCTV Control Room and systems
- Boreham Road Closed Churchyard
- Yeates Meadow (the Community Orchard)
- Ashley Place amenity space
- 'Basil Brushes' road sweeper
- The hanging baskets
- Commenting on (not determining) planning applications
- Advising on highway improvements
- Organising Events: e.g. Spring in the Park, Christmas Lights, Remembrance Parade and Service



Warminster Civic Centre
A multi-use venue
for everyone

Major achievements since 2018

- Running eight extra play areas
- New Skatepark
- New Splash Pad
- Refurbished Tennis Courts and Multi Use Games Area
- Upgraded CCTV to state-of-the-art digital system
- Drafting of a new Neighbourhood Plan
- Completion of the new Town Centre Master Plan
- Running a road sweeper
- Pavilion Café now profit making
- Taking on a Depot for outside services staff
- Increase in partnership working
- Council tax kept lower than comparable councils
- Organised more community events

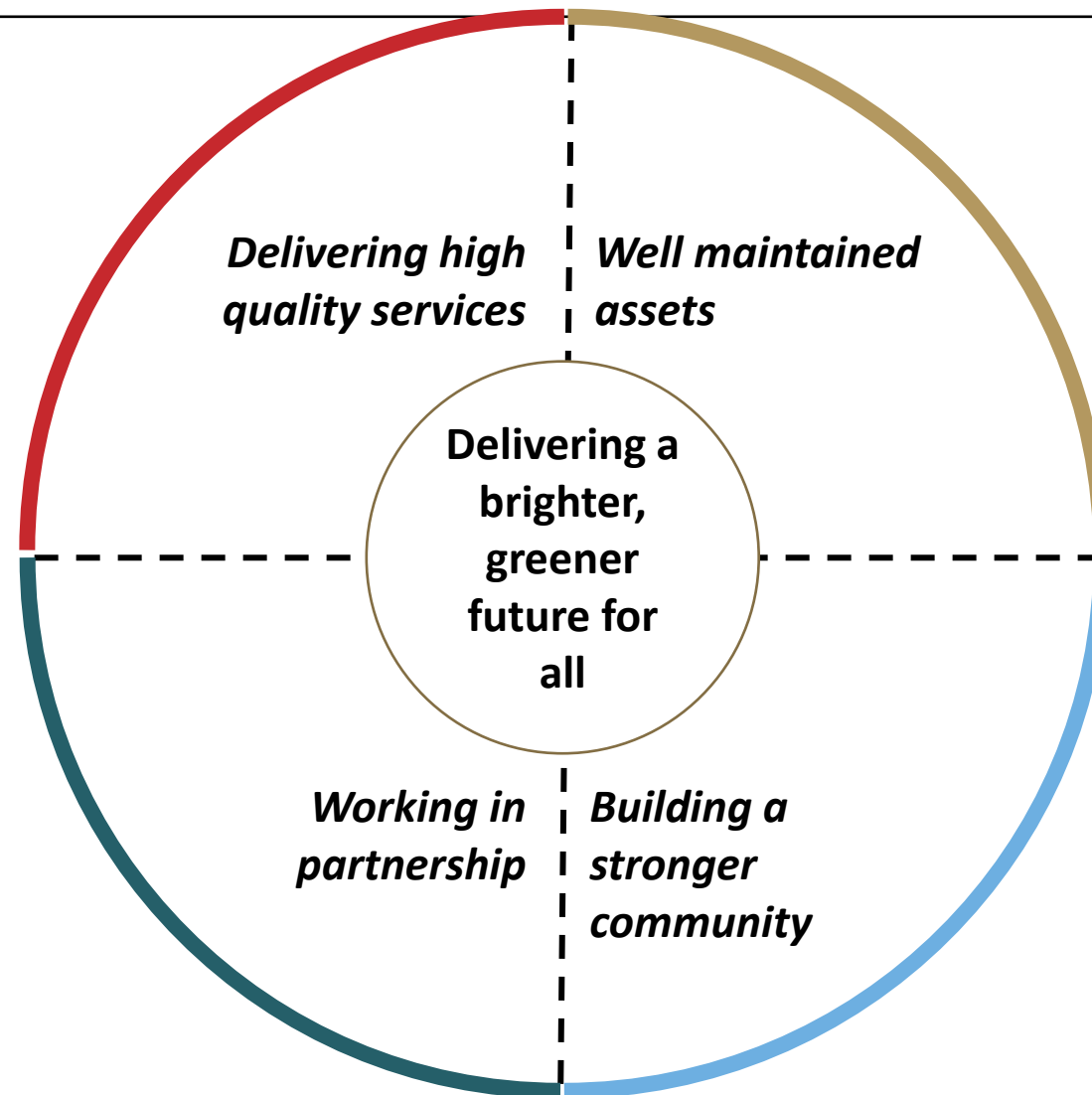


*New Tennis Courts and
Muga – the majority of
the cost funded by grants*

Other achievements in recent years

- Installed an Outdoor Gym
- Installed a Lava Trail in the Lake Pleasure Grounds
- Improved public toilet cleaning (WTC employ the staff)
- Organised community litter picks
- Introduced wildflower planting
- Refurbished the Elizabeth Collyns Garden
- Run shop window competitions – e.g. Christmas, Coronation
- Piloted the new Town Trail App
- Installed the Blue Plaque (Historic Buildings) Trail
- Won multiple Green Flag Awards for the Lake Pleasure Grounds
- Reintroduced boat hire on the Lake
- Planted over 300 trees for the Queens' Canopy
- Purchased electric battery kit for outside services team
- Held 'Bands in the Bandstand'
- Switched to electric vehicles
- Improved footpaths and cycle path maintenance
- Acted on climate change and biodiversity
- Took on hanging baskets in the town centre
- Improved communication with residents especially via social media
- Introduced extra seasonal toilet provision in the Lake Pleasure Grounds
- Revamped the putting green and increased the number of picnic benches
- Installed new brown tourism signs
- Made the Cley Room in the Civic Centre a hybrid conference facility
- Improved Rights of Way signage
- Installed solar panels on council buildings
- Tackled flooding in Portway
- Increased CCTV volunteers from two to 12
- Holding seasonal markets at the Civic Centre
- Reduced pesticide use
- Ensured excellent staff qualifications/training
- Run a successful apprenticeship
- Completed a Housing Needs Assessment

Our vision and priorities



Delivering high quality services

- A guiding principle must be that if the town council is to do something, it must do it well. It is particularly important that services provide value for money and deliver what local people want and require
- All services are therefore subject to regular review to ensure they continue to match the requirements of local people
- The town council will work with partners to provide a cohesive approach and deliver flexible, joined-up services that are greater than the 'sum of their parts'
- We will ensure our property portfolio meets our strategic and operational requirements
- Thinking and budgeting long term is essential so maintenance, repairs and renewals are taken into account
- Sound finances – the town council will maintain healthy reserves and balances. Over the next three years the council should not increase council tax by more than inflation
- The council has been very successful in tapping into grant funding because it can put its own resources in as matched funding
- High quality services require motivated and trained staff to deliver them

Well maintained assets

- Assets, such as machinery, equipment, and buildings, play a crucial role in maintaining productivity and achieving the council's goals. However, these valuable assets are subject to wear and tear, breakdowns, and obsolescence over time
- By implementing proactive maintenance strategies, the council can identify and address potential issues before they escalate into major problems. This saves money and ensures consistent service delivery
- Asset management also involves investing in asset upgrades and improvements to enhance their performance. Upgrading outdated equipment or integrating new technologies can significantly increase productivity, reduce energy consumption, and improve service delivery

The town council will:

- Periodically review the staff structure and skills' mix to ensure we have the right team to deliver
- When designing future service provision, this will be aligned with our climate and ecological strategy and emergency planning
- The council will maintain strong financial reserves sufficient to maintain its assets. The council has earmarked reserves for some specific purposes and maintains an earmarked reserve for capital with which it funds major capital projects when they have been approved
- Where an asset has a life span – e.g. tennis courts, Splash Pad etc. capital funding should be built up year on year
- Continue to commit funding and staff allocation to priority areas
- Seek external funding where possible to keep the call on the council tax lower

Working in partnership

Working in partnership with other organisations makes the town council more effective in delivering for the people of Warminster. Shared aims and objectives mean co-ordinated action, less duplication and better outcomes.

- Work collaboratively with our partners to deliver what the community identifies and thinks is important
- Provide inclusive and accessible signposting of community activities to connect people and tackle social isolation
- Work with our partners to retain and expand the current network of safe and useable cycle ways and footpaths and to consider integrated bus services and community transport schemes
- Work to ensure the continued provision and maintenance of access to Rights of Way and the countryside
- Encourage volunteering within the community, and recognise when community groups are better placed to provide a service and to support them in their work
- Revise the town's Neighbourhood Plan
- Work with community groups to ensure their vibrancy, longevity and the ability to deliver
- Deliver public events; promoting the town and making our community spirit stronger
- An example of partnership working is the Remembrance Day Service and Parade - which involves the town council, the Royal British Legion, the Garrison, local churches, the Military Wives Choir, Warminster Community Radio, the MS Therapy Centre, Army Cadets, Air Cadets, Scouts, Guides, Beavers, Cubs, Brownies and Rainbows

Working in partnership

Some of the groups and organisations Warminster Town Council works with:

- Residents
- Local voluntary groups
- Local community groups
- Wiltshire Council
- The Athenaeum Centre for the Community
- All local schools
- The Warminster Business Network
- The Warminster Garrison
- The Royal British Legion
- Warminster Food Bank
- The Warminster Area Board
- Parish Councils in the Warminster Area
- The Lakeside Community Centre
- Three Horseshoes Walk
- Salisbury Plain Rights of Way Volunteers
- Bus companies and other transport providers
- Wiltshire Association of Local Councils
- Society of Local Council Clerks
- Warminster Model Boat Club
- Wiltshire Wildlife Trust
- The National Trust
- Local churches
- The Avenue Surgery
- Wiltshire Police
- Warminster Community Radio
- Twinning Associations
- Sport England and other national governing bodies
- The LTA (Lawn Tennis Association)
- Other town councils
- Many, many more

Building a stronger community - volunteers

Volunteers are vital to the quality of life of residents of Warminster

- Nationally the number of people volunteering has fallen in recent years
- Volunteers do untold hours of work in Warminster that is irreplaceable

The town council will

- Praise, encourage and recognise the work of volunteers through initiatives such as the Civic Awards
- Communicate the success and the hard work of volunteers at the Annual Town Meeting and throughout the year
- Support voluntary groups by promoting them on the town council's website and on social media
- Provide advice and guidance to support voluntary groups
- Help voluntary groups to network and co-operate with each other
- Help them make grant applications to the council or other funding bodies
- Share information
- Encourage succession planning and volunteer training and development by voluntary groups



Building a stronger community

What will we do?

- Encourage co-operation, networking and data sharing
- Promote shared aims and objectives
- Provide funding via grants and by assisting others to access other grants such as the National Lottery
- Support training and succession planning
- Promote positive activities for all – but especially young people
- Strengthen diversity with people from all backgrounds involved
- Embrace technology, virtual and online, promote engagement (e-mails, social media); hybrid meetings where appropriate
- Build capacity with effective and resilient processes in place including finances
- Highlight opportunities and communicate successes



Building a stronger community

What will we do?

- Work to improve the economic, social, cultural and environmental wellbeing of the area
- Support the community to be connected, inclusive, safe and active
- Enable all people to participate actively in our community
- Work to integrate the residents of the West Urban Extension so that they use and support facilities in Warminster such as shops and local businesses
- Seek opportunities to apply for Heritage funding/Arts Funding and National Lottery Grants to invest in our town
- Listen to and engage with local residents



We will work with residents and partners to build and maintain a stronger community

Building a strong community – Further reducing our environmental impact

What will we do?

- Adopt 'reduce, reuse and recycle' across all aspects of our operations
- Promote behavioural change to reduce waste and increase reuse and recycling
- Strive to become a carbon neutral organisation by 2030
- Work with our partners to retain and expand the current network of safe and useable cycle ways and footpaths and to consider integrated bus services and community transport schemes
- Build and celebrate community pride in our environment to help keep it clean and safe
- Implement a climate strategy working with our partners, government and local community
- Responsibly manage the spaces, building and land we have control over
- Support the Environment Agency on flood protection projects
- Revise the town's Neighbourhood Plan to strengthen its environmental provisions



Town Centre Vitality

Town centre vitality is a crucial issue. The town council is working in partnership with the Warminster Business Network to:

- Hold large markets in the town centre
- Encourage empty shop units back into use
- Increase the number of public EV charging points locally
- Improve cycle path and cycle rack provision
- Allow unused buildings and upstairs premises to be converted to residential dwellings where appropriate
- Keep the core of the town centre for business, hospitality, leisure and retail

The Regeneration Working Group is focused on improvements to the public realm and visitor experience, they wish to:

- Improve signage/street scene in the town centre
- Promote Town Trails
- Have pop up shops or art galleries/exhibitions
- Hide empty shops with window dressing or other methods
- Hold more events in the town centre
- Offer businesses support and mentoring



Christmas Lights and Markets 2023

The Lake Pleasure Grounds

These are widely regarded as the jewel in the crown of Warminster and the envy of other towns in Wiltshire and beyond.

It is the community of Warminster that makes the park so special and keeps it so lovely.

The Lake Pleasure Grounds have won a Green Flag Award for many years in a row.

The town council has a comprehensive management plan for the park. The council runs the park to balance the views and wishes of different user groups and different activities.

A looming problem for us is that the sides of the lake are starting to crumble. As the lake was built 100 years ago, this is not surprising. A study has been commissioned which will look at this and how to improve biodiversity in the Lake.

The council will improve signage in the park and explain its history and wildlife and environmental benefits.

The council plan to organise more activities for young people such as free tennis coaching and canoeing.



Events – bringing the community together

Spring in the Park
Sunday 7th May, 10:30am – 4pm

TUG OF WAR SAMBA BAND STALLS & GAMES
CHILDREN'S MAGIC SHOW FOOD & DRINK
MAYPOLE & MORRIS DANCING DONKEY RIDES

WEYMOUTH STREET, WARMINSTER, BA12 9NP

Warminster Town Council
Green Flag Award

Warminster Book Festival
July 2023

Saturday 22nd Warminster Civic Centre 12pm – 4pm

Author Talks
Exhibitions
Craft Workshop
Drinks & Snacks

Sunday 23rd Warminster Town Park 11am – 3pm

Character Parade
Storytelling, Arts & Crafts
Pop-Up Book Shops
Tanya Hinton Trail

info@warminster-bookfest.co.uk
WarminsterBookFestival

INSPIRE OF WARMINSTER

PRESENTS
FREE LIVE MUSIC IN THE PARK
SUNDAY 2ND JULY 1PM–7PM

HEADLINERS: SIREN

SUPPORTED BY...
- THE DYLAN SMITH BAND
- AM JAM - FOLIO - THE FULL MOTLEY

WARMINSTER CHRISTMAS CELEBRATIONS
SATURDAY 25th NOVEMBER

Civic Centre Market: 10am - 4pm
Three Horseshoes Walk Market: from 12:30pm
Market Place Food, Live Music & Entertainment: from 2pm
Lights Switch On: 5:30pm

Warminster Town Council
www.warminster-tc.gov.uk
@warminstertowncouncil

PUMPKINS IN THE PARK CARVING CONTEST
BRING YOUR OWN BEST CARVED PUMPKIN TO THE LAKE PLEASURE GROUNDS, WARMINSTER

PRIZE FOR THE WINNERS
• FACE PAINTING
• LIGHTS PROVIDED
• FANCY DRESS OPTIONAL
• PUMPKIN DISPLAY LIT UP

PUMPKINS IN THE PARK (SUNDAY 29th OCTOBER)
REGISTRATION FROM 4:30PM | JUDGING 5:30PM
WARMINSTER LAKE PLEASURE GROUNDS, WEYMOUTH STREET, BA12 9NP

Ice Cream & Bubbles Festival

Burgers
Chinese Street Food
Ice Cream Chakes
Crepes
Bubble shows & Bubbleology
Prosecco
Lots & lots of delicious ice cream
Balloon modelling & children's entertainer
Free entry!

12 noon – 5pm
Saturday 5th August
Lake Measure Grounds Warminster BA12 9NP

Summer Live Music in the Band Stand
11am - 1pm
Every Saturday
Warminster Town Park

Saturday 3rd June: Sackful of Sovereigns
Saturday 10th June: Bratton Silver Band
Saturday 17th June: Sour Apple
Saturday 24th June: Trowbridge & District Youth Band
Saturday 1st July: Rock Choir
Saturday 8th July: Warminster Community Choir
Saturday 15th July: The Sylvertones
Saturday 22nd July: Cantiamo
Saturday 29th July: Warminster Brass Band
Saturday 5th August: NO BAND - Ice Cream & Bubbles Festival
Saturday 12th August: Cantiamo
Saturday 19th August: Coyote Country Band
Saturday 26th August: Sticky Toffee Jazz

Future Ambitions

- Work with Wiltshire Council to increase spraying of kerbsides
- Hold 100 years of the Lake Pleasure Grounds celebrations
- Help set up a Community Land Trust (providing low-cost housing for rent)
- Improve the public toilet provision in the Lake Pleasure Grounds
- Sell Dewey House now it is no longer needed
- Improve footpaths/cycleways
- Support the rebuilding of the 97-year-old Scout Hut in the Park
- Undertake stronger partnership working
- Maintain sound finances
- Take on the lease of the Community Hub building
- Look to expand the CCTV Partnership to cut running costs
- Find a local site for sweeper waste



CCTV went from 42 cameras to 162 cameras.

#WonderfulWarminster

Longer Term Ambitions

Town Council

- Secure more allotments
- Crowd fund or grant fund purchase of land for a community woodland or other community use
- Revamp the public toilets in the Central Car Park
- Secure the sides of the Lake and improve biodiversity in the Lake
- Repurpose the Boat House for an active use

With Others

- Review the car park charging policy
- Deliver biodiversity improvement schemes
- Improve flood prevention
- Further action on climate change
- Get a new Neighbourhood Plan ratified



*Anyone for Tennis?
#WonderfulWarminster*

Valuing Staff

How will we do it?

- Paying competitive pay and terms and conditions
- Providing excellent, appropriate training
- Providing robust and consistent management systems
- A positive attitude with a willingness to learn and embrace change
- Promoting staff development opportunities
- High standards of conduct for staff and councillors
- Councillors to be, well briefed and trained
- Decision making is transparent and open
- Develop our brand to generate a sense of pride for both the council and the town



Lobbying – A Strong voice for Warminster

Some issues are beyond the power of the town council, but we will use what influence we have and constructively engage with others. These are issues such as:

- No.3 High Street
- Empty shops
- Drs' surgery
- Lack of NHS dentists
- Traffic congestion
- The lack of banks
- The supply of 'affordable' housing
- River pollution

Delivering a brighter, greener future for all

SECTION 1- Introduction

Everyone has a duty to safeguard children, young people and vulnerable adults. This Policy promotes good practice in safeguarding for those using Warminster Town Council's facilities.

Definitions

Children and young people: Anyone under the age of 18 years

Vulnerable Adult: Anyone over 18 who is:

- Unable to care for themselves
- Unable to protect themselves from significant harm or exploitation
- Or may be in need of community care services

To whom this policy applies

- This policy applies to anyone working for or on behalf of Warminster Town Council whether in a paid, voluntary or commissioned capacity, for example contracted to do a piece of work
- It also applies to any individual using Warminster Town Council facilities for the purpose of delivering any service to children, young people or vulnerable adults

SECTION 2 - Promoting a safe environment

In order to promote a safe environment for children, young people and vulnerable adults, Warminster Town Council will:

- Provide safe facilities and do regular safety assessments
- Ensure that employees, Councillors and leaders of activities in / on town facilities, are aware of the safeguarding expectations
- Ensure that the policy for users of town facilities includes a requirement that they are safe to work with children, young people and vulnerable adults. (eg, any adults who have regular unsupervised contact with children, young people or vulnerable adults during the course of their duties should undergo appropriate Disclosure and Barring Service checks.)
- Ensure that attendees at functions are aware that parents are responsible for their children's safety and the location of a dedicated safe place for lost children is clear

Use of facilities by groups for use with children, young people or vulnerable adults (eg clubs / organisations regularly using Warminster Town Council Facilities)

Warminster Town Council will require the leaders to:

- Agree to work to Warminster Town Council's policy and relevant guidance
- Ensure leaders make their members aware of Warminster Town Council Policy and ensure that it is followed whilst using Town facilities
- Do risk assessments for individual activities

SECTION 3 - Safe working practice

All users of Town Facilities must follow the safeguarding children, young people and vulnerable adult's policy and procedures at all times. For example, they should:

- Plan activities to involve more than one person being present or at least in sight or hearing of others. Alternatively, record, or inform others of their whereabouts and intended action
- Where possible, have male and female leaders working with a mixed group
- Ensure that photos or videos of individuals are not taken without written permission from parents/ carers
- Ensure they have access to a first aid kit and telephone
- Ensure that where a child, young person or vulnerable adult needs assistance with toilet trips and when first aid is required, that this is carried out in pairs or in the latter case, that it is carried out where they can be seen
- When working outside, ensure activities, breaks and clothing are suitable for the weather conditions and that shelter is available where possible

Expectations of behaviour

All users of Town Facilities should:

- Ensure that communications, behaviour and interaction with users should be appropriate and professional.
- Treat each other with respect and show consideration for other groups using the facilities.
- Refrain from any behaviour that involves racism, sexism and bullying and in addition to report any instances of such behaviour to group leaders, Town Councillors, the Town Clerk or parents and carers, as appropriate.

SECTION 4- Allegations against staff and volunteers

- All staff and volunteers should take care not to place themselves in a vulnerable position with a child or vulnerable adult
- If an allegation is made against a member of staff or volunteer, the person receiving the allegation will immediately inform the Mayor of Warminster Town Council
- Warminster Town Council should follow the Wiltshire SVPP (Safeguarding Vulnerable People Partnership) procedures for managing allegations against staff/volunteers on the Wiltshire Safeguarding Board website. No attempt should be made to investigate or take action before consultation with the Local Authority Designated Officer (LADO)

Whistleblowing

All staff and volunteers should be aware of their duty to raise concerns about the attitude or actions of colleagues and appropriate advice will be sought from the LADO or Safeguarding Team

Useful contacts

Wiltshire Safeguarding Vulnerable People Partnership - <http://www.wiltshirescb.org.uk/>

Wiltshire Multi Agency Safeguarding Hub (MASH) - 0300 456 0108 (Mon -Thur 8:45-5pm / Friday 8:45-4pm) MASH Emergency Duty Service - 0300 456 0100

Domestic Abuse helplines – SPLITZ – 01225 775276 (weekdays) / 01793610610 (out of hours)